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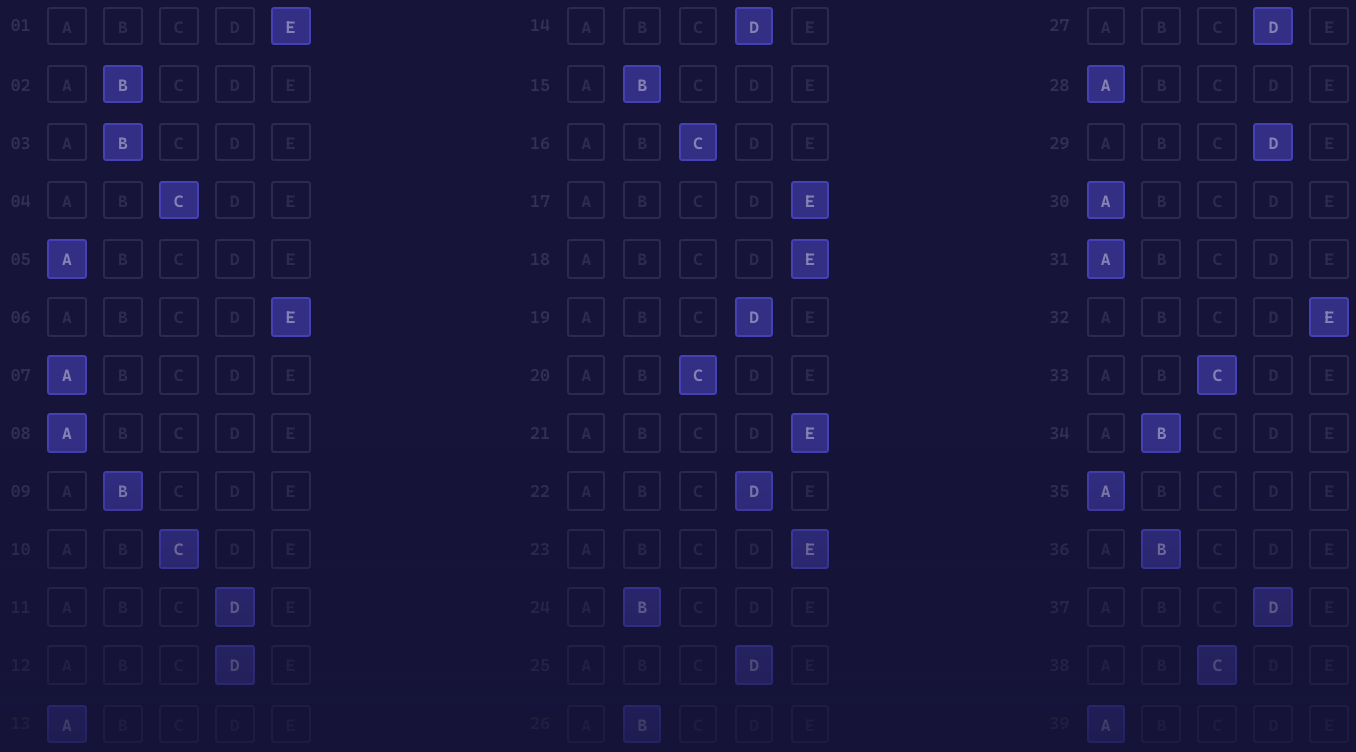

PRACTICE QUESTIONS

Microsoft

62–193

Technology Literacy for Educators (Microsoft Certified Educator Program)

EDITION	QUESTIONS	FORMAT
Demo	9	Limited Edition PDF

WEB www.mometrix.net

SUPPORT support@mometrix.net

Before you begin

What this is

9 practice questions for Microsoft `62-193`, each with its answer key and an explanation. Answer a question before you read its key — the explanation is worth more once you have committed.

If something looks wrong

Send us three things and we will check it:

- the exam code, `62-193`
- the question number
- the email address on your order

Write to **support@mometrix.net**. We reply within one business day.

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QUESTION 1 SINGLE CHOICE

An educator wants to encourage students to think critically, communicate clearly, and collaborate effectively while using Microsoft Office tools. Which of the following Microsoft initiatives best describes this set of skills?

A Microsoft Digital Literacy Curriculum

B **Microsoft 21st Century Learning Design (21CLD)**

C Microsoft IT Academy

D Microsoft Imagine Academy

ANSWER B

WHY Microsoft's 21st Century Learning Design (21CLD) framework explicitly identifies the 21st century skills of collaboration, knowledge construction, self-regulation, real-world problem solving, and the use of ICT for learning, which align with critical thinking, communication, and collaboration.

QUESTION 2 SINGLE CHOICE

Which statement best describes how technology can be used to support student-centered learning in the classroom?

A It replaces the teacher as the primary source of information.

B It is used only for drill-and-practice activities that reinforce memorization.

C **It enables students to take greater ownership of their learning through research, creation, and collaboration.**

D It is reserved exclusively for assessment and testing purposes.

ANSWER C

WHY Student-centered learning places the learner at the center of the instructional process. Technology supports this by giving students tools to research, create, communicate, and collaborate, taking ownership of their learning rather than receiving information passively.

QUESTION 3 SINGLE CHOICE

A teacher notices that several students have different learning preferences and pace of progress. Which Microsoft technology approach best supports differentiated instruction?

A Delivering the same lecture content to every student at the same time.

B **Using Immersive Reader, translation features, and adjustable reading levels in Microsoft Word and OneNote.**

C Printing paper handouts and avoiding screen time.

D Assigning a single learning pathway that all students must follow in order.

ANSWER B

WHY Differentiated instruction adapts content, process, and product to learners' needs. Built-in accessibility tools like Immersive Reader, translation, and adjustable reading levels allow the teacher to personalize reading experiences to suit diverse learners.

QUESTION 4 SINGLE CHOICE

A teacher wants to collect student responses in real time during a lesson and instantly display class-wide results as a bar chart on the projector. Which Microsoft tool is designed for this purpose?

A Microsoft Sway

B **Microsoft Forms**

C Microsoft Publisher

D Microsoft Access

ANSWER B

WHY Microsoft Forms allows educators to quickly build quizzes and polls. When used in 'Live' mode, it shows responses in real time as a bar chart, making it a common formative assessment tool during lessons.

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QUESTION 5 SINGLE CHOICE

A class group project requires students to co-edit a single Word document, see each other's revisions, and leave comments asynchronously. Which Microsoft 365 service best supports this workflow?

A **Microsoft Word with the document stored on OneDrive and shared with classmates**

B Microsoft Paint with a single shared folder

C A standalone Microsoft Word file emailed to each group member

D Microsoft Notepad saved to a USB drive

ANSWER **A**

WHY Storing a Word document on OneDrive (or SharePoint) enables real-time co-authoring, automatic versioning, track changes, and comments, which are the core collaboration features expected in modern Microsoft 365 workflows.

QUESTION 6 SINGLE CHOICE

A teacher wants students to conduct research using a search engine that returns results appropriate for school-age learners and supports safe searching in educational settings. Which Microsoft service provides a moderated search experience designed for education?

A **Bing in the Classroom (Bing SafeSearch with education features)**

B Standard web search with no filtering

C A printed encyclopedia

D Microsoft Outlook

ANSWER **A**

WHY Microsoft provides Bing in the Classroom, which features SafeSearch, ad-free results, and learning-friendly resources aimed at students. It is the Microsoft-aligned search experience for educational contexts.

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QUESTION 7 SINGLE CHOICE

An educator needs a digital space where they can post announcements, distribute assignments, collect student work, and grade submissions in a single environment integrated with their school's Microsoft 365 tenant. Which tool is designed for this?

A **Microsoft Teams for Education (Assignments and Grades)**

B Microsoft Excel only

C Microsoft PowerPoint slideshow mode

D A paper gradebook

ANSWER **A**

WHY Microsoft Teams for Education includes Class Team features such as Assignments for distributing and collecting work and the Grades tab for returning feedback and marks, all in one integrated online learning environment.

QUESTION 8 SINGLE CHOICE

A student with a visual impairment needs to read a Word document independently. Which Microsoft accessibility feature is designed to read text aloud and improve reading comprehension for this student?

A Clippy

B **Immersive Reader**

C Macro Recorder

D SmartArt

ANSWER **B**

WHY Immersive Reader is a Microsoft learning tool that reads text aloud, highlights words, breaks words into syllables, and provides picture dictionary support, helping students with visual impairments, dyslexia, or reading difficulties.

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QUESTION 9 MULTIPLE CHOICE

A teacher is preparing a lesson package that includes an interactive presentation, a printable handout, and a short quiz. Which Microsoft Office applications can directly support creating each of these materials? (Choose two.)

A **Microsoft PowerPoint for the interactive presentation**

B **Microsoft Word for the printable handout**

C Microsoft Outlook for the interactive presentation

D Microsoft Excel for the printable handout

ANSWER **A** · **B**

WHY PowerPoint is the standard Microsoft Office application for building interactive presentations, and Word is the standard for creating printable handouts and documents. Outlook is an email/calendar client and Excel is a spreadsheet program, so they do not match these tasks.

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