Web Foundations Series

Internet Business Associate

Course Topics

This course will undertake learning in the following areas...

- Introduction to IT Business and Careers
- Web Browsing
- Databases and Web Search Engines
- Internet Communication
- Multimedia on the Web
- Introduction to Internet Technology
- Business E-mail and Personal Information Management
- Protecting Yourself Online
- Internet Services and Tools for Business
- IT Project and Program Management

Target Audience

All students preparing to enter or continue in the workforce - and professionals in all industries - can benefit from the CIW Internet Business Associate course and/or certification.

Prerequisites

- *No prior experience using the Internet, developing Web pages, or configuring networks is necessary.*

- *Students should be familiar with an operating system such as Microsoft Windows 7 before taking this course.*

- *The CIW Web Foundations courseware does not provide entry-level computer literacy.*

- *Rather, it builds upon computer literacy training and certifications such as Microsoft Office Specialist*

Online Resources Provided!

All CIW courses offer Case Studies for class discussion about real-world skills applications and job-related topics. Guided, step-by-step labs provide opportunities to practice new skills. Students can challenge themselves and review their skills after each lesson in the Lesson Summary and Lesson Review sections.

Additional skill reinforcement is provided in Activities, Optional Labs, Lesson Quizzes and a Course Assessment that are available from the teacher.

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