



Who should attend?

This workshop is designed for individuals interested in achieving Certiport's IC³® certification based on the only globally validated standard.

Computing Fundamentals Course Description

Knowledge and skills required to identify different types of computers, the components of a personal computer and how these components work together.

Knowledge and skills relating to computer storage as it applies to hardware components and performance as it applies to processor speed and memory

Key Applications Course Description

Knowledge and skills required to perform functions common to popular word processing, spreadsheet and presentation applications

Ability to start and exit most applications, modify the display of toolbars and other on-screen elements, use online help, and perform file management, editing, formatting and printing functions common to popular applications

Living Online Course Description

Knowledge and skills required to identify common terminology associated with computer networks and the Internet, components and benefits of networked computers, the difference between different types of networks, and how computer networks fit into other communications networks

Workshop Overview:

During this workshop, participants can achieve IC³® certification. The workshop utilizes blended learning techniques including self-paced learning, online learning, remote classrooms and in-class, instructor led learning.

The workshop begins with a self-paced learning component with online access to tools and materials to prepare for certification. Remote instructor support is provided for remediation and to respond to participant questions. Once the self-paced portion is complete, the instructor assesses the participant results and tailors the on-site training to resolve any remaining questions or skill gaps.

The instructor then proctors the participants through the certification exams.

Workshop Objectives:

To ensure participants have the basic computing knowledge and skills required to effectively use computer hardware, software, networks and the Internet to obtain IC³® certification

Prerequisites:

All workshop participants with similar skill and knowledge levels are grouped together in a workshop. This is predetermined through Certiport's assessment tool. Participants must:

- Take a current skills assessment
- Have access to the Internet and a toll-free conference line

Pricing:

Workshop pricing varies according to the number of participants. For specific pricing information, please contact your Certiport Sales Representative or send an email to cpi@certiport.com.