

Introduction to the Internet

SSO002: ½ day; Instructor-led

Introduction

This course provides trainees with an introduction to the concept of the Internet and the opportunity to gain a broad understanding of how the World Wide Web works. They will become proficient at using the Internet Explorer 6.0 browser, learning how to search for, find and access information on the Web using a variety of different software tools. They will be able to communicate information with others by means of Internet e-mail and newsgroups.

Audience

Anyone thinking of connecting to the Internet and browsing the World Wide Web using Internet Explorer

Prerequisites

Students should be proficient in basic PC skills (use of mouse, keyboard and the Windows operating system), either from experience or by attending a training course such as "Windows User Introduction". Some previous experience of using a word processing application or text editor will be an advantage.

Course Outline

Getting Started with Internet Explorer 6
Browsing Web Pages
The Internet
Browsing the World Wide Web
Security
Searching for Information on the Web
Working Offline and Downloading Files
Getting Started with Outlook Express 6 Composing Mail Messages
Reading, Replying To and Organizing Messages
Using the Newsreader
Customizing the Browser
Appendix - Using Email Properly
Appendix - Computer Viruses and Email