



This module enables the candidate to understand key web publishing concepts and to create, upload, and maintain a web site.

On completion of this module the candidate will be able to:

- Understand key web concepts and terms.
- Know about the basic principles of HTML; use common HTML mark-up tags to modify the layout of a web page.
- Use a web authoring application to design and format web pages; format text; work with hyperlinks and tables.
- Recognise and use common web image formats; create forms in a web page.
- Understand and use cascading style sheets.
- Prepare web pages for publishing to a web server.

WHAT ARE THE BENEFITS OF THIS MODULE?

The following outlines the benefits of ICDL Web Editing:

- Applicable to a variety of web publishing software.
- Provides the candidate with the skills to develop, publish, and maintain a website.
- Certifies best practice in website creation.
- Developed with input from computer users, subject matter experts, and practising computer professionals from all over the world. This process ensures the relevance and range of module content.

HOW DO I GET STARTED?

To find out more about this module and to locate your nearest accredited test centre, please visit icdl.org/programmes.

SYLLABUS OUTLINE

CATEGORY	SKILL SET
Web Concepts	<ul style="list-style-type: none"> • Key Terms • Web Publishing • Legal Issues
HTML	<ul style="list-style-type: none"> • Fundamentals of HTML • Using HTML
Web Authoring	<ul style="list-style-type: none"> • Design • Using the Application • Enhancing Productivity • Text Input and Formatting • Paragraph Formatting • Page Formatting • Hyperlinks • Tables
Using Objects	<ul style="list-style-type: none"> • Graphical Objects • Forms
Styles	<ul style="list-style-type: none"> • CSS Concepts • Using CSS
Prepare Upload	<ul style="list-style-type: none"> • Check • Publish

