

# SYLLABUS

## CERTIFICATE COURSE IN INTERNET

1. INTRODUCTION TO INTERNET - Understanding Networks, Getting to know web browsers, Getting to know the Internet Explorer Window
2. APPLICATIONS - Internet Electronic Mail, Setting up E-mail, Creating Mail Messages, Editing Mail Messages, Attaching a file to a Mail message, Sending and receiving mail messages, Creating and using an Address Book
3. SEARCHING AND BROWSING ON THE INTERNET - Internet Searching, Tools for Specialized Searches, Finding Specific Topics
4. BROWSING THE EDUCATIONAL AND INFORMATIVE SITES
5. E-MAIL