Nims Associates, Inc.

WIA IWDS Training Prerequisites
Nims Associates, Inc.
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PC and Internet Fundamental Prerequisites

Comfort Level			Learning Objectives
Low	Med	High	
☐	☐	☐	Launch a program using the Start Menu.
☐	☐	☐	Use the mouse to navigate the screen
☐	☐	☐	Opening an Internet Browser (Internet Explorer, Netscape)
☐	☐	☐	Typing in URL's (web addresses)
☐	☐	☐	Use the address bar and Links toolbar to move to specific sites on the internet
☐	☐	☐	Use Favorites to return to sites
☐	☐	☐	Logon to a site
☐	☐	☐	Use Back and Forward buttons
☐	☐	☐	Use Stop and Refresh buttons
☐	☐	☐	Use drop down menus
☐	☐	☐	Highlight radio buttons
☐	☐	☐	Use page links to go to a new page
☐	☐	☐	Use the help feature of Internet Explorer
☐	☐	☐	Use the help feature of websites
☐	☐	☐	Change Toolbars
☐	☐	☐	Opening additional windows
☐	☐	☐	Know what a server does/is
☐	☐	☐	Use shortcut menus (right click on mouse)
☐	☐	☐	Prepare to shutdown Windows.