

# Computer Basics for Technicians

<b>Course Length:</b>	2 Days
<b>Course Code</b>	7900
<b>Prerequisites</b>	None, however an Introduction to Data technologies course is extremely helpful.
<b>Course Overview:</b>	This course introduces the student to Computer concepts. The majority of the course is hands-on working with both common hardware and software used in business environments.

*\*This course can be customized or combined to meet specific system requirements*

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## Course Outline

### Computer Overview

- History
- Common Uses
- Physical Hardware and Software

### Terminology

### Components

- Motherboard
- Computer Processing Unit
- Random Access Memory
- Hard drive
- Optical Drives
- Network Interface Card
- Power Supply

### Ports and Connectors

- PS/2
- Serial
- Parallel
- USB
- Firewire
- Ethernet



**NetForce Solutions, Inc.**  
P.O. Box 1710  
Denver, NC 28037

**phone** (301) 943-5062  
**fax** (509) 757-1661

info@netforcesolutions.com

**www.netforcesolutions.com**

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## PC Operating Systems Overview

- Windows 98
- Windows NT
- Windows 2000
- Windows ME
- Windows XP
- Windows Vista

## Navigation, Icons and Menus

### Windows Procedures

- Disk Cleanup
- Disk Defragmentation
- Hard Drive Capacity and Free Space

### Networking

- Configuring Network Settings
- Sharing Files and Folders
- Sharing a Printer

### The Internet

- Web Browsers
- Searching the Internet
- Speed Tests

### Security

- Antivirus
- Spyware and Adware
- Firewalls