

Introduction to Personal Computers using Windows 98

Prerequisites:

None.

Course Content

Lesson 1: Getting Started

- Orientation to Personal Computers
- The System Unit
- Connecting the Components
- Starting the Computers

Lesson 2: Input Devices

- The Keyboard
- The Mouse
- Other Output Devices

Lesson 3: Processing

- The CPU
- Memory

Lesson 4: Storage

- An Overview of Storage Devices
- The Floppy Disk Drive
- The Hard Disk Drive
- Other Storage Devices

Lesson 5: Output Devices

- Monitors
- Printers
- Modems
- Sound Cards

Lesson 6: The Operating System

- An Introduction to the Operating System
- Document Management

Lesson 7: Windows 98 Survival Guide

- The Windows 98 Desktop
- Accessories and Applications
- Organizing the Desktop
- Windows Explorer

Lesson 8: Application Software

- Using Application Software