IC³ Exam Content Overview
Check and Compare

IC³ Computing Fundamentals	IC³ Key Applications	IC³ Living Online
Computer Hardware	**Common Program Functions**	**Networks and the Internet**
❑ Identify different types of computers, how computers work (process information) and how individual computers fit into larger systems ❑ Identify the function of computer hardware components and common problems associated with individual components ❑ Identify issues relating to computer performance and how it is affected by different components of the computer ❑ Identify the factors that go into a decision on how to purchase a computer or select a computer for work, school, or home	❑ Be able to start and exit a Windows application and utilize sources of online help ❑ Identify common on-screen elements of Windows applications, change application settings, and manage files within an application ❑ Perform common editing (cut, copy, paste, spellcheck, etc.) and formatting (fonts, margins, tabs, etc.) functions ❑ Perform common printing functions	❑ Identify network fundamentals and the benefits and risks of network computing ❑ Identify the relationship between computer networks, other communications networks (like the telephone network) and the Internet
		Electronic Mail
		❑ Identify how electronic mail works ❑ Identify how to use an electronic mail application ❑ Identify the appropriate use of e-mail and e-mail related "netiquette"
Computer Software	**Word Processing Functions**	**Using the Internet**
❑ Identify how software works and how software and hardware work together to perform computing tasks ❑ Identify different types of software, the tasks for which each type of software is most suited, and the popular programs in each software category	❑ Be able to format text and documents including the ability to use automatic formatting tools ❑ Be able to add tables and graphics to a document	❑ Identify different types of information sources on the Internet ❑ Be able to use a Web browsing application ❑ Be able to search the Internet for information
Using an Operating System	**Spreadsheet Functions**	**The Impact of Computing and the Internet on Society**
❑ Identify what an operating system is and how it works ❑ Be able to manipulate and control the Windows desktop, files and disks ❑ Be able to change system settings and install software	❑ Be able to modify worksheet data and structure ❑ Be able to sort data and manipulate data using formulas and functions ❑ Be able to format a worksheet ❑ Be able to add pictures and charts to a worksheet	❑ Identify how computers are used in different areas of work, school, and home ❑ Identify the risks of using computer hardware and software ❑ Identify how to use the Internet safely and legally