



 **B1 - B2**

Intermediate
60 hours

INFOTECH: English for computers users

Infotech is a comprehensive course in the English of computing, used and trusted by students and teachers all over the world. The course is designed for professionals with an intermediate to upper-intermediate (B1-B2) level who need to understand and work in the world of computers. The course focuses on terminology that is combined with vocabulary and grammar practice to give students the tools to use English in areas such as describing features and functions, chatting lines, applying for jobs and discussing the world of ICT.

The Infotech course book is the fourth edition and fully updated in line with the latest developments in Information Communications Technology. The 30 topic-based units cover everything from computer essentials to programming, web design, job hunting and future technologies. In addition to the up-to-date material and topics there is a comprehensive glossary of computer terms and a new interactive online research tasks and an online workbook that enable students to use their ICT skills as they learn.

With the support of clear explanations, no specialist knowledge of ICT is required, making this course ideal for anyone who needs to understand the English of computing for study or work. The course is the most up-to-date as it uses the Infotech 4th edition that includes authentic materials for professional use.

Course Contents

Module 1: Computers Today

- Unit 1: Living in a Digital Age
- Unit 2: Computer Essentials
- Unit 3: Inside the System
- Unit 4: Buying a Computer

Module 2: Input/Output Devices

- Unit 5: Type, Click and Talk
- Unit 6: Capture your favorite Image
- Unit 7: Display Screens and Ergonomics
- Unit 8: Choosing a Printer
- Unit 9: Devices for the Disabled

Module 3: Storage Devices

- Unit 10: Magnetic Storage
- Unit 11: Optical Storage
- Unit 12: Flash Memory

Module 4: Basic Software

- Unit 13: The Operating System (OS)
- Unit 14: Word Processing (WP)
- Unit 15: Spreadsheets and Databases

Module 5: Faces of the Internet

- Unit 16: The Internet and Email
- Unit 17: The Web
- Unit 18: Chat and Conferencing
- Unit 19: Internet Security

Module 6: Creative Software

- Unit 20: Graphics and Design
- Unit 21: Desktop Publishing
- Unit 22: Multimedia
- Unit 23: Web Design

Module 7: Programming/Jobs in ICT

- Unit 24: Program Design and Computer Languages
- Unit 25: Java
- Unit 26: Jobs in ICT

Module 8: Computers Tomorrow

- Unit 27: Communication Systems
- Unit 28: Networks
- Unit 29: Video Games
- Unit 30: New Technologies

