

IT Fundamentals

Are you interested in a
career in IT?

Gain confidence in just
2 weeks!

SOFTWARE & HARDWARE

- Understanding Operating Systems
- Common File Types
- Software Management
- Software Features & Functions
- Wired & Wireless Peripherals
- Computer Connector Types
- Internal Computer Components

IT LITERACY

- Setting Up A Workstation
- Navigating Operation Systems
- Support & Backup Concepts
- Server/Client Relationship

SECURITY

- Common Security Threats
- Web-Browsing Best Practices

NETWORKING

- Setup & Configure A SOHO Router
- Compare & Contrast Internet Connections
- Compare & Contrast Different Methods of Sharing Data



COURSE SCHEDULE

Monday—Friday
8:30 AM—4:00 PM

2-WEEK COURSE

COURSE REQUIREMENTS

- Minimum 17-years-old
- Background Check
- Drug Screen
- High School Diploma or GED
- Proof of 7th Grade Reading Level
- Northstar Digital Literacy Assessments



2020 Class Schedule

Enroll in our IT Fundamentals
course this year!

START DATE	END DATE
January 27	February 7
February 24	March 6
March 23	April 3
May 4	May 15
June 1	June 12
July 6	July 17
August 3	August 14
August 31	September 11
September 28	October 9
October 26	November 6
November 30	December 11

At Goodwill TulsaWORKS Career Academy, we envision a community where everyone has the training and opportunities they need to be successful in the workplace, regardless of the barriers to employment they must overcome.

