

IT Skills

Subject #2 of the 2,5 Year Boarding Program

Our IT or computer program is a uniquely designed program where students learn soft-ware and hard-ware functions. Having IT skills, enables students to have better job opportunities in their future.



Typing

Students learn how to type with 10 fingers, using a finger-typing software, that follows a step by step procedure. Students start learning MS Office once they can pass the typing test.

MS Office

We teach students the 4 most commonly used Microsoft Office programs in today's office environment: MS Word, MS Excel, MS PowerPoint, and MS Publisher. Students learn the tools and do exercises to develop their skills.

Advanced IT

In this course, students learn: [1] how to be efficient and effective on the internet, [2] how to install and uninstall software, and [3] advanced software programs for editing videos, photos, vectors and documents.

Hardware

Throughout this course, students gain insights into the physical parts of a computer. Their learning consists of disassembling and assembling a CPU, plus identifying and solving computer hard-ware problems.

