



## Introducing ALISON ABC\* IT

The world's most accessible, comprehensive, fun and free online IT-skills certification! ALISON ABC IT is our flagship IT-skills training course. It is an exciting and revolutionary new online certification bringing IT-skills and digital opportunity to all, no matter where they live or work around the world.

ALISON ABC IT is a superb way to initiate or update your IT-skills, from your basic understanding of computers to improving your practical knowledge and abilities. The ALISON ABC IT certification is superior to other IT skills certifications in almost every way:

### (i) Comprehensive

ALISON ABC IT is comprised of three distinct subject areas **ABC IT-1 Basic Concepts, ABC IT-2 Applications, and ABC IT-3: Practical Skills**. The breadth of the certification's syllabus covering entry-level topics to practical skills such as touch typing, using e-mail, and workstation ergonomics makes ALISON ABC IT more comprehensive than any other basic IT-skills training available anywhere else.

### (ii) Free

**ALISON ABC IT is entirely free to learners.** Once learners have achieved an average score of 80% through the course and have completed the Touch Typing Course, they are issued an online certificate. ALISON ABC IT is **free training, free learner management, and free certification** all in one. No other certification path for basic IT-skills can compare!

### (iii) Global

With ALISON ABC IT, anyone, anywhere can study and self-certify themselves via the ALISON website. **The certification is available in every country and territory in the world from one convenient online location.**

### (iv) Free LMS Services

Making high-quality and comprehensive IT-skills training with free online certification available is an important milestone for ALISON. It is one more step in achieving our mission to make learning on every subject freely accessible online. For those wishing to teach ALISON ABC IT, we can provide you with free access to an online, easy-to-use Learning Management System (LMS) through which you can administer, monitor and manage the learning of your group of ALISON ABC IT learners.

*"We use your online training as a backup to our taught sessions. It's an excellent resource which our students enjoy using in their lessons and to revise at home. Its uncluttered format makes it clear and easy to follow. Thanks - we love it!"*

**Lesley Atwick** - IT Lecturer – (United Kingdom)

## (v) ALISON ABC IT Certification

ALISON provides certificates of completion to all learners who achieve an average score of 80% in the assessments of ALISON ABC IT. This certificate may then be printed at a nominal cost or can be downloaded free of charge by simply referring ALISON to new learners. The learner's academic achievement is also recorded in a personal "Learner Record" and can be downloaded free of charge at any time. ALISON also provides certificates on printed parchment and with/without frame if required. These certificates can be co-branded with the learner's organization should that organization prefer.



## Further details about the ALISON ABC IT certification:



### ABC IT-1 (Basic Concepts)

Introduces the learner to the basic concepts of computing and teaches how computing can be an everyday feature of life and work. In this module, we introduce computer hardware and software for the first time and also teach the key concepts of the IT world.



### ABC IT-2 (Applications)

Introduces the learner to the Microsoft Office 2003 application suite, the most commonly used office-software application package worldwide. This suite includes MS Word, Excel, PowerPoint and Access.



### ABC IT-3 (Practical Skills)

Explores the practical elements of computing. ABC IT-3 covers three important elements of computing namely: basic touch typing, setting up and using an e-mail address, and desktop ergonomics which teaches how best to organize one's working environment for safe use.

## (vi) Merchandise

All ALISON graduates are entitled to purchase ALISON graduate merchandise. For anyone wishing to acquire official ALISON branded merchandise, the ALISON Store ([www.alison.com/store](http://www.alison.com/store)) is the place to visit. Products include certification parchments and fashionable ALISON-branded clothing. Co-branded merchandise is available for organizations working alongside ALISON. Contact us today for further information!

## (vii) Earn Revenue for Your Organization

Are you a school, college, non-profit/community organization, Internet café, library or private business willing to open up your computer and Internet resources in order to help people learn new computer skills and to become IT literate? If so, please contact the ALISON team at [learneroutreach@alison.com](mailto:learneroutreach@alison.com).

**United Nations Universal Declaration of Human Rights, 1948 (Article 26):**  
"Everyone has the right to education. Education shall be free..."

For further information:

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Phone: +353-(0)91-744-528

Web: <http://alison.com/courses/ABC-IT>

\*ABC stands for ALISON Basic Computing

Register at ALISON and prepare yourself for tomorrow's workplace today!

**WWW.ALISON.COM**

**ALISON**