Ciprian Adrian Rusen

IC³®

Internet and Computing Core Certification Global Standard 4

STUDY GUIDE

Covers 100% of exam objectives, including explaining the differences between software applications and operating systems, demonstrating how to organize, configure, and/or format user data from within an application, and much more...

Includes interactive learning environment and study tools with:

+ 6 custom practice exams
+ More than 150 Electronic Flashcards
+ Searchable key term glossary
+ Practice files for completing exercises in the book

SYBEX
A Wiley Brand

IC^3® Internet and Computing Core Certification Global Standard 4

Study Guide

Ciprian Adrian Rusen

should be aware that Internet Web sites listed in this work may have changed or disappeared between when this work was written and when it is read.

For general information on our other products and services or to obtain technical support, please contact our Customer Care Department within the U.S. at (877) 762-2974, outside the U.S. at (317) 572-3993 or fax (317) 572-4002.

Wiley publishes in a variety of print and electronic formats and by print-on-demand. Some material included with standard print versions of this book may not be included in e-books or in print-on-demand. If this book refers to media such as a CD or DVD that is not included in the version you purchased, you may download this material at http://booksupport.wiley.com. For more information about Wiley products, visit www.wiley.com.

Library of Congress Control Number: 2015936360

TRADEMARKS: Wiley and the Sybex logo are trademarks or registered trademarks of John Wiley & Sons, Inc. and/or its affiliates, in the United States and other countries, and may not be used without written permission. IC^3 is a registered trademark of Certiport, Inc. All other trademarks are the property of their respective owners. John Wiley & Sons, Inc. is not associated with any product or vendor mentioned in this book.

About the Author

Ciprian Adrian Rusen   is a recognized Windows Consumer Expert – Microsoft Most Valuable Professional (MVP). He has published several books about Windows and Microsoft Office, and he's also a very active tech blogger at http://www.7tutorials.com.

On his website you can find many tutorials about Windows 7, Windows 8.1, and Windows 10. He and his team of editors also publish how-to guides about other Microsoft products like Windows Phone and Xbox One. If you would like to keep up to date with the latest Microsoft consumer products, you should subscribe to his blog.

Contents

List of Tables

List of Illustrations