Appendix A: CIW Internet Business Associate Objectives and Locations

Internet Business Associate prepares students to work effectively in today's business environment. In this course, you will learn about the tasks involved in various Information Technology (IT) job roles, and explore career opportunities in the IT industry. You will also learn about Internet connection methods, Internet protocols, the Domain Name System (DNS), cloud computing and mobile devices. You will study the basic functions of Web browsers, the components of Web addresses and browser use in the business world. You will learn about various programming languages and the common file types you will encounter on the Web. You will learn how browsers have evolved with the advent of HTML5 and how browser extensions can improve your Web-browsing experience. You will also use browsers to download and manage files.

Domain 1: Internet Business Associate Objective	Internet Business Associate Courseware Lesson(s) and Section(s)
Subdomain 1.1: Identify job roles in the Information Technology (IT) industry, including the responsibilities, tasks and skills they require.	
1.1.1: Distinguish between individual job roles within the IT industry and the IT profession as a whole.	**Lesson 1: Introduction to IT Business and Careers** - IT Job Roles
1.1.2: Identify responsibilities, tasks and skills of a Website designer for both traditional and mobile Websites.	**Lesson 1: Introduction to IT Business and Careers** - IT Job Roles
1.1.3: Distinguish between a Web architect and a Web application developer.	**Lesson 1: Introduction to IT Business and Careers** - IT Job Roles
1.1.4: Identify responsibilities, tasks and skills of a Website analyst.	**Lesson 1: Introduction to IT Business and Careers** - IT Job Roles
1.1.5: Identify responsibilities, tasks and skills of a Website manager.	**Lesson 1: Introduction to IT Business and Careers** - IT Job Roles
1.1.6: Identify responsibilities, tasks and skills of a database administrator.	**Lesson 1: Introduction to IT Business and Careers** - IT Job Roles
1.1.7: Identify responsibilities, tasks and skills of a server administrator, including email/groupware administrator, Web server administrator, cloud-based server administrator.	**Lesson 1: Introduction to IT Business and Careers** - IT Job Roles
1.1.8: Identify responsibilities, tasks and skills of a network engineer.	**Lesson 1: Introduction to IT Business and Careers** - IT Job Roles

Domain 1: Internet Business Associate Objective	Internet Business Associate Courseware Lesson(s) and Section(s)
1.1.9: Distinguish between a security manager and a security analyst/consultant.	**Lesson 1: Introduction to IT Business and Careers** - IT Job Roles
1.1.10: Identify responsibilities, tasks and skills of a PC and mobile device repair technician.	**Lesson 1: Introduction to IT Business and Careers** - IT Job Roles
1.1.11: Identify responsibilities, tasks and skills of a help desk technician.	**Lesson 1: Introduction to IT Business and Careers** - IT Job Roles
1.1.12: Identify responsibilities, tasks and skills of a Web marketing professional.	**Lesson 1: Introduction to IT Business and Careers** - IT Job Roles
1.1.13: Identify responsibilities, tasks and skills of a mobile Web application developer.	**Lesson 1: Introduction to IT Business and Careers** - IT Job Roles
1.1.14: Interpret a common business organization chart, including identifying duties of a Chief Executive Officer (CEO) versus a Chief Operations Officer (COO).	**Lesson 1: Introduction to IT Business and Careers** - Business Modeling
Subdomain 1.2: Identify the infrastructure required to access the Internet, including hardware and software components.	
1.2.1: Distinguish between a client and a server.	**Lesson 3: Introduction to Internet Technology** - Overview of Networks
1.2.2: Explain Internet history, define current protocols (e.g., IPv4, IPv6, related protocols), and identify timelines and models for technology adoption curves (e.g., Moore's Law, Geoffrey Moore's technology adoption life cycle, Kuhn's concept of paradigm shift.	**Lesson 1: Introduction to IT Business and Careers** - Technology Adoption Models **Lesson 3: Introduction to Internet Technology** - Overview of the Internet - Internet Protocols
1.2.3: Identify the infrastructure needed to support an Internet client, including TCP/IP stack software, operating system, network connection, Web browser, email, hardware platform (PC, laptop, tablet, smartphone, smart TV).	**Lesson 3: Introduction to Internet Technology** - Connecting to the Internet
1.2.4: Identify hardware and software connection devices and their uses, including various types of modems (e.g., analog, ISDN, DSL/ADSL, cable), and connect systems to the Internet and other networks using basic cable/ADSL and wireless equipment.	**Lesson 3: Introduction to Internet Technology** - Connecting to the Internet
1.2.5: List elements, benefits and drawbacks of cloud computing, including Software as a Service (SaaS), grid computing, offline computing features.	**Lesson 3: Introduction to Internet Technology** - Cloud Computing

Domain 1: Internet Business Associate Objective	Internet Business Associate Courseware Lesson(s) and Section(s)
Subdomain 1.3: Define important Internet communications protocols and their roles in delivering basic Internet services.	
1.3.1: Define the purpose of remote access protocols, including Point-to-Point Protocol (PPP), Point-to-Point Protocol over Ethernet (PPPoE).	**Lesson 3: Introduction to Internet Technology** - Internet Protocols
1.3.2: Identify various types of Internet bandwidth technologies (link types), including T and E carriers, fractional T and E lines, and common DSL/ADSL, wireless and cable speeds.	**Lesson 3: Introduction to Internet Technology** - Connecting to the Internet
1.3.3: Map protocols to specific business services (e.g., SMTP, IMAP and POP3 to email; HTTP and HTTPS to Web browsers; FTP to file transfer).	**Lesson 3: Introduction to Internet Technology** - Internet Protocols
1.3.4: Explain the uses of Really Simple Syndication (RSS) and Atom, including RSS/Atom clients and underlying technologies.	**Lesson 2: Internet Communication** - Modern Web Technologies
Subdomain 1.4: Identify the basic principles of the Domain Name System (DNS).	
1.4.1: Define the purpose of the Domain Name System (DNS).	**Lesson 3: Introduction to Internet Technology** - Domain Name System (DNS)
1.4.2: Identify Internet domain names, including top-level or original domains (edu, com, net, gov, org), country-level domains (e.g., uk, ch, tv) and newer domains (e.g., biz, info).	**Lesson 3: Introduction to Internet Technology** - Domain Name System (DNS)
1.4.3: Describe the hierarchical structure of DNS.	**Lesson 3: Introduction to Internet Technology** - Domain Name System (DNS)
1.4.4: Identify basic domain name server roles.	**Lesson 3: Introduction to Internet Technology** - Domain Name System (DNS)
1.4.5: Describe Internet addresses.	**Lesson 3: Introduction to Internet Technology** - Internet Protocols - Domain Name System (DNS)
1.4.6: Define shared domains.	**Lesson 3: Introduction to Internet Technology** - Domain Name System (DNS)
Subdomain 1.5: Identify the functions of Web browsers, and use them to access the World Wide Web and other computer resources.	
1.5.1: Describe a URL/URI, its functions and components, and the different types of URLs (relative and absolute); and identify ways that a URL/URI can specify the type of server/service, including protocol, address, authentication information.	**Lesson 4: Web Browsing** - Web Addresses

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1.5.2: Navigate between and within Websites.	**Lesson 4: Web Browsing** - Web Addresses - Browsing Techniques
1.5.3: Use multiple browser windows and tabs.	**Lesson 4: Web Browsing** - Browsing Techniques
1.5.4: Identify ways to stop unwanted pop-up and pop-under windows in a browser, ways to avoid activating them, and unintended effects of automatically blocking them.	**Lesson 4: Web Browsing** - Configuring Web Browser Preferences
1.5.5: Define the functions of Secure Sockets Layer (SSL), Transport Layer Security (TLS) and other encryption methods in securing communication for various protocols (e.g., FTP/FTPS, HTTP/HTTPS, IMAP/IMAPS, POP3/POP3S).	**Lesson 8: Protecting Yourself Online** - Authentication - Encryption
1.5.6: Install and use common Web browsers (e.g., Firefox, Chrome, Microsoft Edge, Opera, Safari, Lynx).	**Lesson 4: Web Browsing** - Installing a Web Browser - Browser Choices
1.5.7: Download and store files using a Web browser.	**Lesson 5: Multimedia on the Web** - Downloading Files with a Browser
1.5.8: Distinguish among the following from a business standpoint: intranet, extranet, Internet.	**Lesson 10: IT Project and Program Management** - Browsers in the Business World
1.5.9: Use common Web browser software features and various clients (e.g., FTP email) within a given context, identify when to use each, and identify basic commands (e.g., FTP put and get).	**Lesson 9: Internet Services and Tools for Business** - File Transfer Protocol (FTP)
1.5.10: Install and upgrade common extensions, add-ons and viewers (e.g., Adobe Reader and Adobe Flash Player), and identify their common file name extensions.	**Lesson 5: Multimedia on the Web** - Introduction to Plug-in Technology - Extension Installation - Legacy Plug-ins - Firefox Add-Ons - Types of Viewers
1.5.11: Use document and multimedia file formats, including PDF, PNG, RTF, PostScript (PS), AVI, MPEG, MP3, MP4, WebM and Ogg. Convert between file formats when appropriate.	**Lesson 5: Multimedia on the Web** - Miscellaneous File Formats
1.5.12: Identify business uses of the Web and Web clients, including Webinars and Web conferencing.	**Lesson 10: IT Project and Program Management** - Browsers in the Business World
1.5.13: Identify benefits and drawbacks of using alternative browsers.	**Lesson 4: Web Browsing** - Browser Choices

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1.5.14: Explain the function of a CAPTCHA when requesting services from the Web.	**Lesson 7: Business Email and Personal Information Management** - Email Problems and Solutions
1.5.15: Explain the purpose and process of anonymous browsing.	**Lesson 4: Web Browsing** - Browser Choices
1.5.16: Describe elements found in each browser, including rendering engine, interpreter, sandbox, thread/multi-threading, window, frame, privacy mode, encryption settings, download controls.	**Lesson 4: Web Browsing** - Browsing Techniques
Subdomain 1.6: Use email clients to send simple messages and files to other Internet users.	
1.6.1: Configure an email client to send and receive email, including SMTP, POP3, IMAP, Web-based email support.	**Lesson 7: Business Email and Personal Information Management** - Email Configuration Requirements
1.6.2: Distinguish between MIME, S/MIME and PGP/GPG.	**Lesson 7: Business Email and Personal Information Management** - How Email Works **Lesson 9: Internet Services and Tools for Business** - Managing Downloaded Files
1.6.3: Configure an appropriate email signature and identify its usefulness in a business setting.	**Lesson 7: Business Email and Personal Information Management** - Creating and Sending Email Messages
1.6.4: Identify the usefulness of an email thread, and when it is appropriate.	**Lesson 7: Business Email and Personal Information Management** - Email in the Workplace
1.6.5: Identify spam and take steps to manage it, including creation of client-side filters and SMTP authentication.	**Lesson 7: Business Email and Personal Information Management** - Email Problems and Solutions
1.6.6: Define blind copying (BCC).	**Lesson 7: Business Email and Personal Information Management** - Email Message Components
1.6.7: Distinguish email forwarding from replying.	**Lesson 7: Business Email and Personal Information Management** - Email in the Workplace
1.6.8: Identify email etiquette, including emoticons, ALL CAPS.	**Lesson 7: Business Email and Personal Information Management** - Email in the Workplace
1.6.9: Identify ways that email is used in the workplace, including elements of a successful email message (e.g., greeting, central message, action items, conclusion).	**Lesson 7: Business Email and Personal Information Management** - Email in the Workplace

Domain 1: Internet Business Associate Objective	Internet Business Associate Courseware Lesson(s) and Section(s)
1.6.10: Identify common email issues in the workplace, including harassment, when to use email, email message storage.	**Lesson 7: Business Email and Personal Information Management** - Email Problems and Solutions
1.6.11: Use "Out of Office" messages for email automatic reply (i.e., autoresponder) services.	**Lesson 7: Business Email and Personal Information Management** - Email in the Workplace
1.6.12: Attach files to email messages.	**Lesson 7: Business Email and Personal Information Management** - Creating and Sending Email Messages
1.6.13: Use email to share files and documents within and across organizations.	**Lesson 7: Business Email and Personal Information Management** - Creating and Sending Email Messages
1.6.14: Identify concerns for Web-based and IMAP-based email.	**Lesson 7: Business Email and Personal Information Management** - Email Problems and Solutions
1.6.15: Identify situations in business environments when email is more appropriate than texting for communicating, and vice-versa.	**Lesson 7: Business Email and Personal Information Management** - Introduction to Business Email
Subdomain 1.7: Define and use additional networking and Internet services.	
1.7.1: Retrieve and place documents using FTP, SCP, SFTP and SSL/TLS-enabled FTP.	**Lesson 9: Internet Services and Tools for Business** - File Transfer Protocol (FTP)
1.7.2: Compare FTP-based and HTTP-based retrieval.	**Lesson 9: Internet Services and Tools for Business** - File Transfer Protocol (FTP)
1.7.3: Use remote-assistance clients and servers, including Microsoft Remote Services.	**Lesson 2: Internet Communication** - Messaging **Lesson 9: Internet Services and Tools for Business** - Virtual Network Computing (VNC)
1.7.4: Configure and use instant messaging clients.	**Lesson 2: Internet Communication** - Messaging
1.7.5: Define Peer-to-Peer (P2P) services, use them when appropriate for business, and describe how to use a typical BitTorrent client.	**Lesson 9: Internet Services and Tools for Business** - Peer-to-Peer Networks

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1.7.6: Identify privacy concerns related to network communications (e.g., email, instant messaging, P2P).	**Lesson 2: Internet Communication** - Messaging **Lesson 7: Business Email and Personal Information Management** - Email in the Workplace - Email Problems and Solutions **Lesson 9: Internet Services and Tools for Business** - Peer-to-Peer Networks
1.7.7: Use Internet conferencing software.	**Lesson 10: IT Project and Program Management** - Browsers in the Business World
1.7.8: Identify the benefits and drawbacks of text messaging and Short Message Service (SMS) applications (e.g., mobile phone services, Twitter).	**Lesson 2: Internet Communication** - Messaging
1.7.9: Explain the various uses of mass email and texting services.	**Lesson 9: Internet Services and Tools for Business** - Mass Email and Texting Services
1.7.10: Join and manage your participation in an email listserve group.	**Lesson 9: Internet Services and Tools for Business** - List Servers
Subdomain 1.8: Demonstrate ways to communicate effectively using Internet technology.	
1.8.1: Define etiquette for Internet-based services and identify common communications aids.	**Lesson 2: Internet Communication** - Communicating Effectively over the Internet
1.8.2: Identify ethical issues when communicating with others using Internet-based technology.	**Lesson 2: Internet Communication** - Communicating Effectively over the Internet
1.8.3: Recognize and avoid sexual harassment.	**Lesson 2: Internet Communication** - Communicating Effectively over the Internet
1.8.4: Create pertinent, appropriate and brief messages.	**Lesson 2: Internet Communication** - Communicating Effectively over the Internet
1.8.5: Define convergence and unified communications technologies, including Voice over IP (VoIP), presencing, mobile computing, call/contact centers, conversion of voice to text.	**Lesson 2: Internet Communication** - Convergence and Unified Communications Technologies

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Subdomain 1.9: Identify and configure user customization features in Web browsers, including preferences, caching, cookies.	
1.9.1: Configure common browser preferences, including fonts, home pages, Bookmarks/Favorites, history, browser cache, image loading, security settings (settings should be common to Mozilla Firefox, Microsoft Edge and Google Chrome).	**Lesson 4: Web Browsing** - Browser Choices - Browsing Techniques - Configuring Web Browser Preferences **Lesson 8: Protecting Yourself Online** - Configuring Browser Security
1.9.2: Identify advantages and disadvantages of using cookies, and set cookies, including setting a cookie without user knowledge, automatically accepting cookies versus query, remembering user actions, security and privacy implications.	**Lesson 4: Web Browsing** - Proxy Servers **Lesson 8: Protecting Yourself Online** - Cookies
1.9.3: Describe the concept of caching and its implications, including client caching, cleaning out client-side cache, Webpage update settings in browsers.	**Lesson 4: Web Browsing** - Configuring Web Browser Preferences
1.9.4: Identify issues to consider when configuring the Desktop, including configuring browser (proxy configuration, client-side caching).	**Lesson 4: Web Browsing** - Configuring Web Browser Preferences - Proxy Servers
1.9.5: Troubleshoot connectivity issues (e.g., no connection, poor rendering, slow connections) using TCP/IP utilities.	**Lesson 4: Web Browsing** - Troubleshooting Internet Client Problems
Subdomain 1.10: Identify security issues related to Internet clients (e.g., Web browsers, email, instant messaging) in the workplace, including certificates, malware, illicit servers, viruses.	
1.10.1: Define the three major types of encryption.	**Lesson 8: Protecting Yourself Online** - Encryption
1.10.2: Identify ways that authentication, digital certificates, encryption and firewalls provide Web security.	**Lesson 8: Protecting Yourself Online** - Authentication - Encryption - Firewalls
1.10.3: Identify ways that encryption helps enforce data confidentiality, data integrity and non-repudiation to secure end-user transactions.	**Lesson 8: Protecting Yourself Online** - Encryption
1.10.4: Describe a computer virus and explain how to protect your computer from virus attacks.	**Lesson 8: Protecting Yourself Online** - Malware (Malicious Software) - Virus Detection and Prevention

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1.10.5: Explain the functions of patches and updates to client software and associated problems, including desktop security, virus protection, encryption levels, Web browsers, email clients.	**Lesson 8: Protecting Yourself Online** - Updates and Patches
1.10.6: Identify steps to take when you receive an unexpected attachment (e.g., via an email or instant message client).	**Lesson 8: Protecting Yourself Online** - Virus Detection and Prevention
1.10.7: Identify steps to take when an attack is suspected.	**Lesson 8: Protecting Yourself Online** - Virus Detection and Prevention
1.10.9: Lock a computer to increase workplace security.	**Lesson 8: Protecting Yourself Online** - Locking Your Computer
1.10.10: Distinguish between a virus and a worm.	**Lesson 8: Protecting Yourself Online** - Malware (Malicious Software)
1.10.11: Demonstrate the functionality of spyware.	**Lesson 8: Protecting Yourself Online** - Spyware and Virus Removal
1.10.12: Define the practice of typosquatting.	**Lesson 8: Protecting Yourself Online** - Typosquatting
Subdomain 1.11: Use different types of Web search engines effectively.	
1.11.1: Define and identify Boolean operators and their relationship to search engines.	**Lesson 6: Databases and Web Search Engines** - Boolean Operators
1.11.2: Conduct searches using operators common to search engines (e.g., quotation marks, minus sign).	**Lesson 6: Databases and Web Search Engines** - Basic Web Searching Techniques - Boolean Operators - Advanced Web Searching Techniques
1.11.3: Identify the importance of keywords and conduct keyword searches.	**Lesson 6: Databases and Web Search Engines** - Introduction to Web Search Engines - Types of Web Searches - Basic Web Searching Techniques
1.11.4: Distinguish among search sites, information portals, and pages automatically provided when an error occurs.	**Lesson 6: Databases and Web Search Engines** - Registering a Website with a Search Engine - Unexpected Web Search Results
1.11.5: Evaluate research for soft and hard-copy resources, and verify factuality.	**Lesson 6: Databases and Web Search Engines** - Evaluating Resources
1.11.6: Identify meta search engines, as well as search engine ranking techniques.	**Lesson 6: Databases and Web Search Engines** - Registering a Website with a Search Engine - Web Search Strategies
1.11.7: Explain how search engine sites use spiders to enhance search results.	**Lesson 6: Databases and Web Search Engines** - Introduction to Web Search Engines

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1.11.8: Cite references to information obtained from Internet-based searches using accepted citation standards (e.g., MLA).	**Lesson 6: Databases and Web Search Engines** - Citing Copyrighted Online Resources
1.11.9: Search additional Internet resources to fulfill job-role duties.	**Lesson 6: Databases and Web Search Engines** - Using Web Searches to Perform Job Tasks
1.11.10: Distinguish between authoritative peer-reviewed and open peer-reviewed sources.	**Lesson 6: Databases and Web Search Engines** - Evaluating Resources
1.11.11: Provide examples of both primary and secondary resources, as well as indexes.	**Lesson 6: Databases and Web Search Engines** - Evaluating Resources
1.11.12: Explain key differences between popular and scholarly journals.	**Lesson 6: Databases and Web Search Engines** - Evaluating Resources
Subdomain 1.12: Identify and use principles of Personal Information Management (PIM), including: common applications.	
1.12.1: Identify ways that calendar and scheduling software helps organize IT-based activities.	**Lesson 7: Business Email and Personal Information Management** - Personal Information Management (PIM)
1.12.2: Identify Personal Information Management (PIM) productivity applications, including tools for PCs and smartphones.	**Lesson 7: Business Email and Personal Information Management** - Personal Information Management (PIM)
Subdomain 1.13: Efficiently transmit text and binary files using popular Internet services.	
1.13.1: Identify the need to define MIME file types for special download procedures such as unusual documents or graphics formats, and solve the problem.	**Lesson 9: Internet Services and Tools for Business** - Managing Downloaded Files
1.13.2: Manage files using common compression software and techniques (e.g., zip/WinZip, gzip, bzip2, RAR, compress).	**Lesson 9: Internet Services and Tools for Business** - Managing Downloaded Files
Subdomain 1.14: Identify security-related ethical and legal issues faced by IT professionals.	
1.14.1: Define privacy concerns.	**Lesson 8: Protecting Yourself Online** - Introduction to Protecting Yourself Online - Spam
1.14.2: Identify appropriate use of company and personal systems.	**Lesson 8: Protecting Yourself Online** - Introduction to Protecting Yourself Online - Spam
1.14.3: Summarize personal privacy expectations versus an organization's right to know how it's provided services are being used.	**Lesson 8: Protecting Yourself Online** - Introduction to Protecting Yourself Online - Spam
1.14.4: Identify basic copyright issues.	**Lesson 8: Protecting Yourself Online** - Security-Related Ethical and Legal Issues

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1.14.5: Explain the purpose of encrypting company transmissions and establish company encryption policies.	**Lesson 8: Protecting Yourself Online** - Encryption
Subdomain 1.15: Relate project management concepts and terms to the IT profession.	
1.15.1: Identify components of the project triangle.	**Lesson 10: IT Project and Program Management** - The Project Triangle
1.15.2: Identify components of a needs analysis, including receiving, evaluating and processing input; determining customer needs.	**Lesson 10: IT Project and Program Management** - Project Management Phases
1.15.3: Define project scope and scope creep.	**Lesson 10: IT Project and Program Management** - Project Management Fundamentals
1.15.4: Use project management software and charts (e.g., Gantt charts) to determine a project timeline.	**Lesson 10: IT Project and Program Management** - Creating Project Schedules
1.15.5: Identify a cross-functional team and its relevance to an IT-based project.	**Lesson 10: IT Project and Program Management** - Project Management Phases
1.15.6: Explain common models for information flow and reporting between IT and upper management, as well as IT and other areas of the organization, including: identifying project approval steps, SWOT analysis, data modeling vs. business ontology.	**Lesson 1: Introduction to IT Business and Careers** - Data Modeling **Lesson 10: IT Project and Program Management** - Project Management Phases
1.15.7: Relate IT-based concerns to organizational policies and rules, and identify rights and responsibilities of IT workers.	**Lesson 10: IT Project and Program Management** - Business Implications of IT Projects
1.15.8: Identify the value of a Statement Of Work (SOW) order.	**Lesson 10: IT Project and Program Management** - Project Management Phases
1.15.9: Analyze social and practical implications of technical decisions, and identify ways that technical changes affect a business's bottom line.	**Lesson 10: IT Project and Program Management** - Business Implications of IT Projects
1.15.10: Use the concept of Return On Investment (ROI) to justify IT-based expenses in relation to a budget.	**Lesson 10: IT Project and Program Management** - Business Implications of IT Projects
1.15.11: Define and perform a formal project review, including acceptance tests, determining success and implications of activities.	**Lesson 10: IT Project and Program Management** - Reviewing Projects
1.15.12: Identify the importance of documenting a project.	**Lesson 10: IT Project and Program Management** - Documenting Projects
1.15.13: Explain how the concept of separation of duties can help ensure quality management.	**Lesson 10: IT Project and Program Management** - Quality Assurance

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1.15.14: Map technical information systems functions, concerns and capabilities to business concerns.	**Lesson 10: IT Project and Program Management** - Business Implications of IT Projects
1.15.15: Identify the importance of quality management and assurance, including: ISO 9000 standards.	**Lesson 1: Introduction to IT Business and Careers** - The Importance of Standards **Lesson 10: IT Project and Program Management** - Quality Assurance
1.15.16: Plan and schedule meetings.	**Lesson 10: IT Project and Program Management** - Planning and Scheduling Meetings
1.15.17: Identify times when it is necessary to evaluate risks and escalate concerns.	**Lesson 10: IT Project and Program Management** - Documenting Projects - Planning and Scheduling Meetings
Subdomain 1.16: Recognize essential database concepts.	
1.16.1: Distinguish between relational and non-relational databases.	**Lesson 6: Databases and Web Search Engines** - Overview of Databases
1.16.2: Define common relational database concepts, including: table, row, record, column, field, data value, join.	**Lesson 6: Databases and Web Search Engines** - Overview of Databases
1.16.3: Identify relationships between tables, including one-to-one, one-to-many, many-to-many.	**Lesson 6: Databases and Web Search Engines** - Overview of Databases
1.16.4: Explain the purpose of SQL in querying databases.	**Lesson 6: Databases and Web Search Engines** - Overview of Databases
1.16.5: Identify common database vendors.	**Lesson 6: Databases and Web Search Engines** - Overview of Databases
Subdomain 1.17: Conduct a Webcast and related services.	
1.17.1: List elements of a successful Webcast (e.g., slide shows, polls, call-in features).	**Lesson 10: IT Project and Program Management** - Browsers in the Business World
1.17.2: Identify benefits and drawbacks of Webcasts versus in-person meetings.	**Lesson 10: IT Project and Program Management** - Browsers in the Business World
Subdomain 1.18: Distinguish between proprietary and open-source development models.	
1.18.1: Define essential elements of open-source and "copyleft" licenses (e.g., GNU General Public License [GPL]).	**Lesson 9: Internet Services and Tools for Business** - Open-Source Development
1.18.2: Explain the purpose of typical End User License Agreements (EULAs) and software patents.	**Lesson 9: Internet Services and Tools for Business** - Proprietary Software and EULAs
1.18.3: Define essential open source terms (e.g., source code, fork, free distribution, derived works, dual-licensing, non-discrimination).	**Lesson 9: Internet Services and Tools for Business** - Software Patents

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Subdomain 1.19: Define essential social networking and Web 2.0 concepts.	
1.19.1: Identify common elements of a blog (e.g., creating an entry, posting replies, common features of blogging services).	**Lesson 2: Internet Communication** - Blogging
1.19.2: Define the concept of a mashup.	**Lesson 2: Internet Communication** - Modern Web Technologies
1.19.3: Distinguish between traditional categories and folksonomies.	**Lesson 2: Internet Communication** - Modern Web Technologies
1.19.4: Identify key elements of a wiki.	**Lesson 2: Internet Communication** - Modern Web Technologies
1.19.5: Identify elements of a news feed service (e.g., syndication, RSS-to-email services, Feedblitz, Feedburner).	**Lesson 2: Internet Communication** - Modern Web Technologies
1.19.6: Identify social networking sites and resources (e.g., Facebook, Google+), and define essential social networking terms, including crowdsourcing, social tagging (e.g., Delicious), semantic Web.	**Lesson 2: Internet Communication** - Modern Web Technologies - Social Networking **Lesson 3: Introduction to Internet Technology** - Cloud Computing
Subdomain 1.20: Manage career opportunities in the IT industry.	
1.20.1: Identify and explore career opportunities in the IT industry that relate to personal career goals.	**Lesson 1: Introduction to IT Business and Careers** - IT Industry Career Opportunities
1.20.2: Conduct job searches	**Lesson 1: Introduction to IT Business and Careers** - IT Industry Career Opportunities
1.20.3: Use Internet technology to obtain employment, including employment sites and networking sites such as LinkedIn.	**Lesson 1: Introduction to IT Business and Careers** - IT Industry Career Opportunities
1.20.4: Create a résumé and place it in an appropriate file format (e.g., ASCII, HTML, RTF, PDF).	**Lesson 1: Introduction to IT Business and Careers** - IT Industry Career Opportunities
1.20.5: Determine the relevance and necessity of education as job roles, responsibilities and technologies change.	**Lesson 1: Introduction to IT Business and Careers** - IT Industry Career Opportunities
Subdomain 1.21: Represent technical issues to a non-technical audience.	
1.21.1: Communicate technical issues and concerns to an end user	**Lesson 1: Introduction to IT Business and Careers** - Technical Concepts and Training
1.21.2: Demonstrate the value of IT-related expenses to management and stakeholders.	**Lesson 1: Introduction to IT Business and Careers** - Technical Concepts and Training