

# Online Search

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This module enables candidates to demonstrate their skill and knowledge in searching effectively for information. Candidates will be aware of different information sources, both traditional and online and be aware of the advantages and disadvantages of the same. Candidates will appreciate the impact of social media and the access it can provide to a vast range of information.

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## Syllabus

The Syllabus sets out the specific knowledge and skills that make up this module, as informed by input from subject matter experts from a wide range of computer societies and organisations.

[Download the Online Search Module Syllabus \(PDF\)](#)

[Download Online Search Module Datasheet \(PDF\)](#)

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On completion of this module the candidate will be able to:

- Know how to use a search engine to carry out a search and to be aware of safety issues while browsing
- Be able to perform a wide range of targeted search tasks, taking advantage of the wide range of search features and filters available so as to efficiently search and refine their search inquiry to produce meaningful results for their work.
- Be aware of the scope of information available and be able to search throughout web pages, images, blogs, maps, video libraries as well as academic resources.
- Be aware of various social media search tools and be able to search throughout different social media platforms.
- Be able to evaluate their search results in terms of relevance to their work or project and be able to assess the currency and quality of the information and its sources.
- Be able to recognise any gaps in the information retrieved and amend their search plan to address the same.

- Understand the concepts of Intellectual Property (IP), plagiarism and copyright and be able to reference any resources they use in their work or projects and appreciate the importance of referencing.

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#### What are the benefits of this module?

- Covers the skills needed to understand the main concepts relating to online search □  
Certifies best practice in effective use of social media.
- Developed with input from social media users subject matter experts and practicing social media professionals from all over the world. This process ensures the relevance and range of module content.

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#### Syllabus Overview:

CATEGORY	SKILLSET
Information	Source
Online	Search Engines
Prepare	Information Need Keywords
Search	Start Quality Specify
Refine	Target Social Media Other

Review

Relevance  
Respect

## COURSE SCHEDULE

ICDL Online Search

**Length Days: 4** | Length Hours: 16

Start Date	Time	Location	Enroll
Aug 7, 2016	8:30 AM - 12:30 PM 1:30 PM - 5:30 PM	Dubai, U.A.E.	<a href="#">Enroll</a>
Aug 25, 2016	8:30 AM - 12:30 PM 1:30 AM - 5:30 PM	Dubai, U.A.E.	<a href="#">Enroll</a>