

Course : Understanding IT for non-computer professionals

Synthesis course - 2d - 14h00 - Ref. CNI

Price : 2020 CHF E.T.

★★★★☆ 4,5 / 5

BEST

This course offers a simple, interactive presentation, ideal for grasping the concepts and terms used by IT specialists. It will provide you with the basics you need to understand and communicate with anyone working in the world of information systems.

Teaching objectives

At the end of the training, the participant will be able to:

- ✓ Understand the different IT sectors, organizations and professions
- ✓ Understanding the main IT infrastructures
- ✓ Identify different IT architectures
- ✓ Be familiar with the main IT technologies and solutions
- ✓ Identify the main safety risks

Intended audience

Business engineers, recruitment managers, SME/BU managers, buyers, project managers. Anyone dealing with IT specialists.

Prerequisites

No special knowledge required.

Practical details

Exercise

Summaries in the form of MCQs, quizzes and mini-studies to help you assimilate concepts and vocabulary.

Teaching methods

Presentation, small-group discussions, summary.

Course schedule

PARTICIPANTS

Business engineers, recruitment managers, SME/BU managers, buyers, project managers. Anyone dealing with IT specialists.

PREREQUISITES

No special knowledge required.

TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

1 Introduction: IT in the company

- The different IT worlds: management, industrial, scientific, embedded...
- Links between businesses and technical infrastructures.
- Possible organizations: classic V, agile (Scrum).
- Frameworks: PMP, ITIL, PRINCE2®, CMMI, etc.

Group discussion

An overview of the different IT environments and their specific features.

2 IT infrastructures

- Hardware types: mainframes, servers, workstations, smartphones, tablets...
- What is a datacenter? Virtualization: Vmware, Hyper-V, Citrix.
- Operating systems: Windows, Unix, Linux, MacOS...
- Networks: PAN, LAN, WAN, hardware, standards and main protocols.
- Telephony and telecommunications: ToIP, VoIP.
- Information storage: files, databases, NAS, SAN...

Role-playing

Reconstruction of an insurance company's infrastructure.

3 The principle of computer architectures

- Centralized, client-server, 3-tier and n-tier architectures.
- Service-oriented" and web services architectures.
- Application servers.

Exercise

Identifying architectures.

4 Web technologies

- Internet basics : IP", routing, domain names...
- Web page components: HTML, XML, static and dynamic pages, cookies.
- Internet, intranet, extranet.
- Web services: messaging, file transfer, directories, search engines...
- Web ergonomics and application accessibility.

Demonstration

Component presentation.

5 The main solutions available to companies

- Development and languages: C, C++, C#, Java, PHP, Python, Ruby, Julia, Basic, Cobol, etc.
- Software packages: ERP, SCM, CRM, GRH. Open-source software.
- Free software.
- Outsourcing: offshore, cloud computing, IaaS-PaaS-SaaS.
- The offerings: AWS, Google Apps, Apple Apps, Azure, Office 365...
- Business intelligence and decision-making: datawarehouse, data lake, OLAP...
- Mobility: smartphones, tablets...

Group discussion

Classification of terms and acronyms.

TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@orsys.fr to review your request and its feasibility.

6 Safety

- Security risks: malware, viruses, encryption...
- Protection: anti-virus, firewall, encryption, DMZ, PKI, SSO, LDAP, AD, etc.

Case study

Analysis of the security measures required for a computer system.

7 Summary and trends

- Summary of topics covered.
- Trends: big data, artificial intelligence, blockchain, connected objects, 5G possibilities, etc.
- Information sources: websites and books.

Exercise

Quizzes on the terms and vocabulary covered.

Dates and locations

REMOTE CLASS

2026 : 28 May, 25 June, 1 Oct., 15 Oct., 10 Dec.