

# **Tax Research on the Internet**

## **Course Description & Study Guide**

The digital divide is upon us! There are those who are getting on the information highway and those who will be left behind. This course gives the practitioner the ability to immediately access information-rich tax Websites at tremendous savings. Emphasis will be given to the substantial speed and cost advantages of the Internet over traditional paper and CD tax “services.” If you want “instant” tax information that’s down to the wire - this is the course.

**Completion Deadline & Exam:** This course, including the examination, must be completed within one year of the date of purchase. In addition, unless otherwise indicated, no correct or incorrect feedback for any exam question will be provided.

**Course Level:** Overview. This program is appropriate for professionals at all organizational levels.

**Field of Study:** Taxes

**Prerequisite:** General understanding of federal income taxation.

**Advanced Preparation:** None

## Learning Assignments & Objectives

As a result of studying each assignment, you should be able to meet the objectives listed below each assignment.

### ASSIGNMENT

### SUBJECT

#### **The Internet - Tax Research Fast & Free**

At the start of the materials, participants should identify the following topics for study:

- \* Connecting to the Internet
- \* Surfing the net
- \* Strengths & weaknesses of Web research
- \* Law libraries & site lists
- \* Existing law
- \* Proposed law
- \* Articles, commentaries & treatises
- \* Developments & newsletters
- \* Tax forms & administrative agencies
- \* Search sites

#### **Learning Objectives**

After reading the materials, participants will be able to:

1. Recognize the mobility of Internet sites and how to monitor such location changes, and identify ways that the Internet is changing the tax and legal professions.
2. Determine what constitutes the "Internet," recognize its evolution noting contributing organizations and specify ways that it can serve clients, benefit users and maintain professional skills.
3. Cite differences between the Internet and the World Wide Web, recognize how to navigate the Web using browsers and hyperlinks to access information, identify the function of favorites or bookmarks, and locate sites that catalog hyperlinks.
4. Determine how to access the Internet safely and efficiently by choosing appropriate hardware, implementing security measures, and identify the parts to an Internet connection noting their function and how to optimize performance.
5. Specify ways to connect to the Internet including cable, satellite, and modem, identify the function of modems noting the importance of modem speeds and how to connect a modem disabling conflicting services, and locate computer chip speed.

6. Identify Internet service providers (ISPs) and on-line information services, specify the features of supplied and offered browsers, and determine how to “surf the net” by typing a URL into an address bar noting the function each part of the address.
7. Recognize the online threat protection provided personal information and data by:
  - a. Scanning a hard drive for viruses, malware, and spyware;
  - b. Installing a firewall to prevent Internet detection; and
  - c. Backing up computer data efficiently and in more than one location.
8. Specify how to securely and politely send and receive e-mail with attachments, identify the components of an e-mail address, recognize the use of e-mail software and multiple service accounts, and determine how to organize and filter e-mails, identify the differences between newsgroups and mailing lists noting professional mailing lists focused on tax issues.
9. Recognize the strengths and weaknesses of Internet tax research, identify online libraries, site lists, newsgroups and individual websites for current and pending federal and state tax law, articles, newsletters and developments, determine how to e-mail legislative representatives, and locate tax forms.
10. Determine how to search using Boolean connectors, automated searching, and intelligent browsing, locate an all-in-one site for a case, legislation and regulation search, and identify a gateway site that summarizes tax sites by category.

After studying the materials, answer the exam questions 1 to 80.

### **Notice**

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