

Computer Software

After this part, students should be able to:

- (i) Identify and describe different types of software.
- (ii) Describe the purpose of each type of software and name some known examples.

* Different types of software (Program)

There are two main types of software;

- 1 System Software
- 2 Application Software

System Software

System software provides the instructions to control the work of the computer hardware and often called the computer **operating system** (OS). Every computer system **MUST** have an operating System.

Examples of popular Operating System

| Computer device | Names of Operating System |
|-------------------------|----------------------------|
| Personnel Computer (PC) | Microsoft Windows or Linux |
| Mainframe | UNIX |
| Apple Macintosh PC | Mac OS X |
| iPad | iOS |
| Smart Phones | Android |

Main functions of an operating system

- Allow users to communicate with all computer devices like saving a file or printing a document
- Control the use of computer memory to store data temporary when the computer is working.
- Handle all the processing of computer programs (instructions) needed by the user.
- Manage all the files used by the computer and the user.

Application Software

An application or application program, is a software program that runs on your computer. The word "application" is used because each program has a specific application or task for the user.

Examples of common Application Software

| Application Type | Main Purpose | Name of Software |
|------------------|--|---|
| Word Processor | Create different types of document such as a letter or report. | Microsoft Word |
| Spreadsheet | Create different types of tables or worksheets for using simple calculations and graphs | Microsoft Excel |
| Database | For keeping records of data | Microsoft Access |
| Presentation | For presenting information using texts, tables and graphics. | Microsoft Powerpoint |
| Publishing | For creating attractive graphics and designing posters, flyers and many graphical art work. | Photoshop and Painting |
| Email | To communicate with other users over the Internet. Users can use different public email to communicate | Microsoft outlook, yahoo mail, gmail, hotmail |

| | | |
|-----------------------|---|--------------------------------------|
| | with families and friends all over the world. | |
| Web Browsing | To view websites and use Internet services such as Facebook and Google. | Firefox, Internet Explorer |
| Games | For computer entertainment by enjoy different types of computer games | Solitaire card game |
| Utility | To help your computer perform better | Screensaver, anti-virus, Disk repair |
| Programming Languages | For creating computer software or user applications | Java, C sharp, pHp |



Activity 0.6

Computer software

1. What are the two main types of software?

i) _____

ii) _____

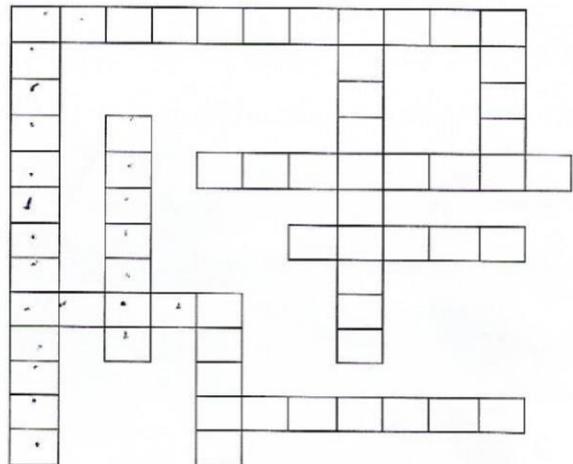
2. Complete the Software Puzzle below.

Across →

1. Type of software to access websites (11)
5. Type of software to keep records (8)
7. Use a camera to capture (5)
9. Gmail is an example of this type of software (5)
12. A type of software to improve PC performance (7)

Down ↓

1. Type of software for creating documents (13)
3. Another name for software (7)
8. Type of software that can do calculations (10)
11. Type of software for entertainment (5)



Computer Operation

After this part, students should be able to:

- (i) Turn on and off a PC.
- (ii) Login and logoff using assigned access accounts.
- (iii) Use key Operating system tools and utilities to operate a PC (Managing files and folders).
- (iv) Use typing tutor program to practice and develop typing skills.

Using a Personal Computer (PC)

To use a computer you must make sure that the computer power cable is securely plugged into both the power outlet and the computer's power supply.

