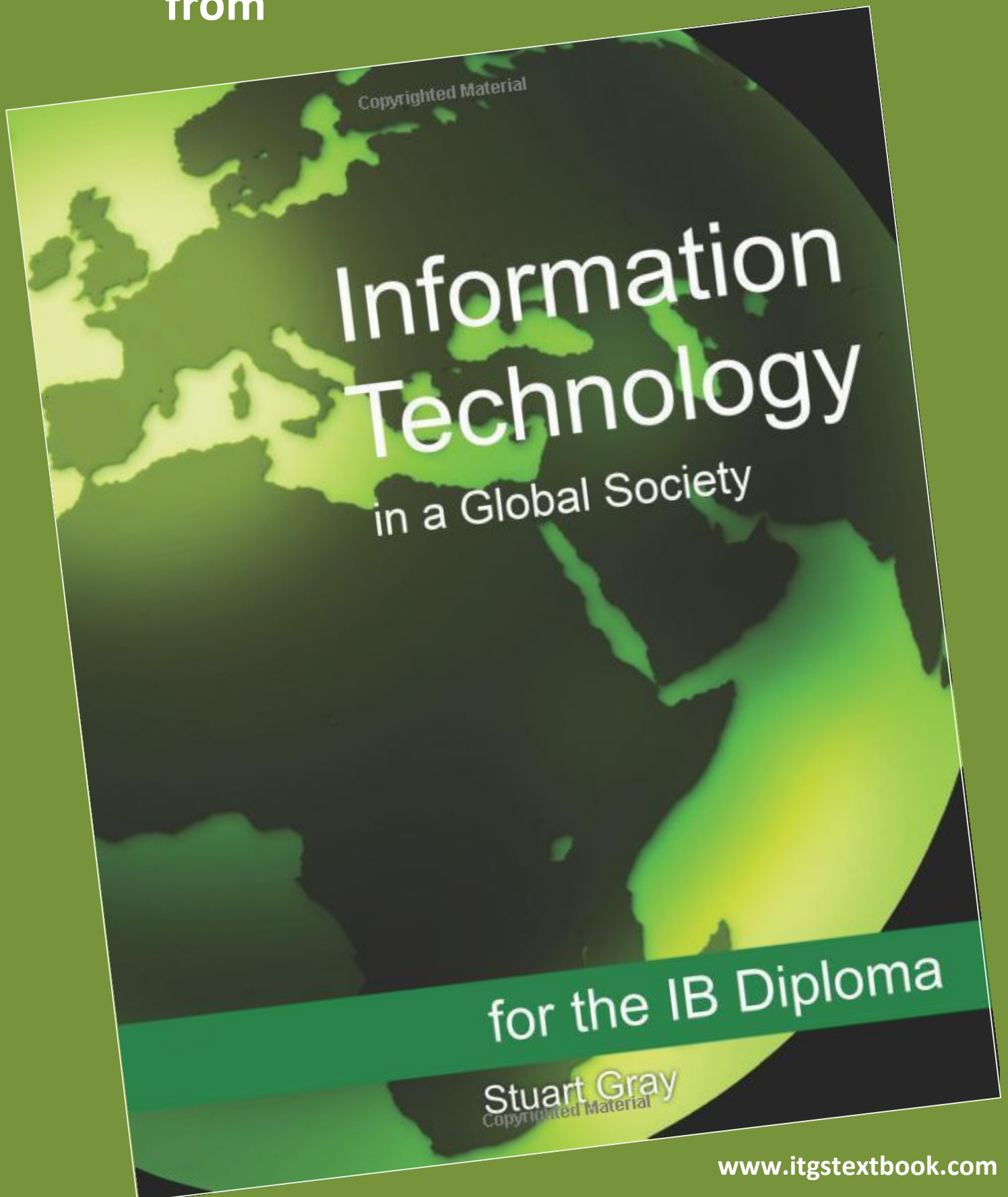


ITGS Glossary

from



This ITGS glossary belongs to

1-Hardware

1-1 Processing technologies



Clock speed	Speed of a processor, in ticks per second.	<input type="checkbox"/>
Central Processing Unit	Hardware responsible for processing all instructions the computer runs.	<input type="checkbox"/>
CPU	See Central Processing Unit.	<input type="checkbox"/>
Data throughput	Rate at which data is processed and output by a system.	<input type="checkbox"/>
Dual core	A multi-core system with two processor cores.	<input type="checkbox"/>
GHz	See gigahertz.	<input type="checkbox"/>
Gigahertz	Unit of measurement for a processor's clock speed. 1000 MHz.	<input type="checkbox"/>
Hardware	Physical parts of a computer system.	<input type="checkbox"/>
Megahertz	Unit of measurement for a processor's clock speed.	<input type="checkbox"/>
MHz	See megahertz.	<input type="checkbox"/>
Microprocessor	See Central Processing Unit.	<input type="checkbox"/>
MIPS	See Millions of Instructions Per Second	<input type="checkbox"/>
Motherboard	The circuit board to which the internal computer components connect: the CPU, the RAM, the ROM, and the secondary storage devices	<input type="checkbox"/>
Multi-core	Processor with more than one processor core, to increase its performance.	<input type="checkbox"/>
Multiprocessing	A system with more than one processor, to increase its performance.	<input type="checkbox"/>
Multitasking	A single processor running multiple tasks by switching rapidly between them.	<input type="checkbox"/>
Processor	See Central Processing Unit.	<input type="checkbox"/>
Quad-core	A multi-core system with four processor cores.	<input type="checkbox"/>
Software	The instructions and programs which are run by the CPU.	<input type="checkbox"/>
Speed throttling	Reducing a processor's clock speed to save power when not in use.	<input type="checkbox"/>
Terahertz	See Terahertz	<input type="checkbox"/>
THz	Unit of measurement for a processor's clock speed. 1000 GHz.	<input type="checkbox"/>

1-2 Input devices



Bar code scanners	Input device that uses a laser to read a bar code.	<input type="checkbox"/>
Concept keyboard	Keyboard with keys that perform programmable, customised functions.	<input type="checkbox"/>
Digital cameras	Camera that saves images digitally, often in JPEG format.	<input type="checkbox"/>
Digital video cameras	Camera that saves digital video	<input type="checkbox"/>
Digitize	To convert data from analog to digital form.	<input type="checkbox"/>
Dvorak keyboards	Alternative keyboard layout to improve typing speed.	<input type="checkbox"/>
Game controllers	Input device with buttons used for games playing.	<input type="checkbox"/>
Joystick	Input device used for games playing and flight simulators.	<input type="checkbox"/>
Keyboards	Input device that lets the user enter text and numeric data.	<input type="checkbox"/>
Magnetic Ink Character Recognition	Input device that reads text written in special magnetic ink. Often used at the bottom of cheques.	<input type="checkbox"/>
Magnetic stripe readers	Input device that reads the magnetic stripe on cards like ATM cards and bank cards.	<input type="checkbox"/>
MICR	See Magnetic Ink Character Recognition	<input type="checkbox"/>
Microphone	Input device for sound data	<input type="checkbox"/>
Multi-touch	Input device able to recognise touches and gestures made with multiple fingers.	<input type="checkbox"/>
Multimedia keyboard	Keyboard with buttons to perform common tasks such as program launching.	<input type="checkbox"/>
OCR	See Optical Character Recognition.	<input type="checkbox"/>
OMR	See Optical Mark Recognition.	<input type="checkbox"/>
Optical Character Recognition	Input device that reads printed text, scans it, and converts it to text that can be edited in a word processor.	<input type="checkbox"/>
Optical Mark Recognition	Input devices that reads simple multiple-choice style answers by looking for marks on the paper.	<input type="checkbox"/>
Scanner	Input device used to digitise photographs and paper copies of data.	<input type="checkbox"/>
Sensors	Input devices used to measure physical traits, such as sound, heat, or light.	<input type="checkbox"/>
Smart card readers	Device to read a smart card.	<input type="checkbox"/>
Soft keyboard	Keyboard which is displayed on screen and controlled by clicking on buttons with the mouse or a touch screen.	<input type="checkbox"/>
Stylus	Input device used in conjunction with touch screens.	<input type="checkbox"/>

Touch pad	Input device commonly found on laptops instead of a mouse.	<input type="checkbox"/>
Touch screen	Input device that lets the user touch areas of the display to perform tasks.	<input type="checkbox"/>
Trackball	Input device that uses a rotating ball to control the cursor.	<input type="checkbox"/>
UPC	See Universal Product Code	<input type="checkbox"/>
Universal Product Code	A type of barcode.	<input type="checkbox"/>
Virtual keyboard	See soft keyboard	<input type="checkbox"/>
Voice control	Use of spoken commands to control a computer.	<input type="checkbox"/>
Voice recognition	Use of software to convert spoken words into text.	<input type="checkbox"/>
Webcam	Input device used to record video, often found in laptop computers.	<input type="checkbox"/>

1-3 Output devices



CRT monitor	Output device. Older type of monitor, now almost obsolete.	<input type="checkbox"/>
Hard copy	A printed paper copy of data.	<input type="checkbox"/>
Inkjet printer	Printer that works by spraying ink through nozzles at a sheet of paper.	<input type="checkbox"/>
Interactive whiteboard	Device that uses a projector for output and touch inputs, using a special pen.	<input type="checkbox"/>
Laser printer	High speed printer.	<input type="checkbox"/>
LCD screen	Output device. The newer type of monitor which is flat.	<input type="checkbox"/>
Native resolution	Resolution of an LCD display that produces the best display quality.	<input type="checkbox"/>
Output	Information which is produced by a computer system.	<input type="checkbox"/>
Pages per minute	Speed at which a printer produces output.	<input type="checkbox"/>
Printers	Output device which produces paper copies.	<input type="checkbox"/>
Projectors	Output device for displaying content on large screens.	<input type="checkbox"/>
Speakers	Output device for sound.	<input type="checkbox"/>

1-4 Storage



Bit	A single binary digit (a 1 or a 0). The smallest unit of storage inside a computer.	<input type="checkbox"/>
BluRay	Optical secondary storage device capable of storing 16GB+.	<input type="checkbox"/>
Byte	Storage unit: 8 bits. Enough to store a single ASCII text character.	<input type="checkbox"/>
CD-ROM	Optical secondary storage device capable of holding 650-700MB of data.	<input type="checkbox"/>
CompactFlash	Solid state storage device usually used in digital cameras.	<input type="checkbox"/>
Data synchronisation	Exchanging data between a computer and a portable device such as a smart phone.	<input type="checkbox"/>
Disk wiping	Securing deleting files from a disk, beyond recovery.	<input type="checkbox"/>
DVD	Optical secondary storage device capable of storing up to 8GB.	<input type="checkbox"/>
eSATA	A modern type of connector for attaching external hard disks	<input type="checkbox"/>
EB	See Exabyte	<input type="checkbox"/>
Exabyte	Storage unit: 1024 petabytes.	<input type="checkbox"/>
External hard disk	Portable storage device often used for backups.	<input type="checkbox"/>
Firewire	Interface for attaching external hard disks and digital video cameras.	<input type="checkbox"/>
Flash memory/flash drive	See solid state storage.	<input type="checkbox"/>
GB	See Gigabyte.	<input type="checkbox"/>
Gigabyte	Storage unit: 1024 megabytes.	<input type="checkbox"/>
Hard disk	Magnetic secondary storage device found in most desktop and laptop computers.	<input type="checkbox"/>
IDE	Interface for attaching internal hard disks.	<input type="checkbox"/>
Input	Data or information that is entered into the computer.	<input type="checkbox"/>
KB	See kilobyte.	<input type="checkbox"/>
Kilobyte	Storage unit: 1024 bytes	<input type="checkbox"/>
Magnetic storage	Type of secondary storage that users magnets to read and store data. Examples include floppy disks and hard disks.	<input type="checkbox"/>
MB	See megabyte.	<input type="checkbox"/>
Megabyte	Storage unit: 1024 kilobytes	<input type="checkbox"/>
MMC	Solid state secondary storage device, often used for digital cameras.	<input type="checkbox"/>
Mouse	Input device used to control a cursor or pointer.	<input type="checkbox"/>

Non-volatile storage	Storage which does not lose its contents when the power is removed.	<input type="checkbox"/>
Optical storage	Storage devices which use lasers to store and read data. Examples include CDs and DVDs.	<input type="checkbox"/>
PB	See petabyte.	<input type="checkbox"/>
Petabyte	Storage unit: 1024 terabytes	<input type="checkbox"/>
Primary storage	Storage systems which are found inside the computer and are electronic. RAM and ROM are examples.	<input type="checkbox"/>
Redundant Array of Inexpensive Disks	System where multiple hard disks contain duplicate data, to be used in the event of one failing.	<input type="checkbox"/>
Redundant system	System which will take over the role of a primary system if it fails.	<input type="checkbox"/>
RAID	Redundant Array of Inexpensive Disks. A way of having two (or more) hard disks in a computer and having the exact same data written to each of them automatically. If one of the disks fails, the computer can switch to the other disk and continue running normally (since the second disk is an exact copy).	<input type="checkbox"/>
ROM	See Read Only Memory.	<input type="checkbox"/>
RAM	See Random Access Memory.	<input type="checkbox"/>
Random Access Memory	Primary storage which is fast, relatively expensive, and volatile.	<input type="checkbox"/>
Read Only Memory	Primary storage whose contents are written at manufacture and cannot be altered later.	<input type="checkbox"/>
SATA	Interface for connecting storage devices like hard disks.	<input type="checkbox"/>
Secondary storage	Storage systems which are connected externally to the computer's motherboard.	<input type="checkbox"/>
Secure deletion	See disk wiping.	<input type="checkbox"/>
Solid state storage	A type of secondary storage device that uses electronic circuits to read and store data. The advantage of this is that it has no moving parts, making it faster and less likely to be damaged if dropped. Also called flash memory. (Compare magnetic storage with optical storage and solid state storage)	<input type="checkbox"/>
TB	See terabyte	<input type="checkbox"/>
Terabyte	Storage unit: 1024 gigabytes	<input type="checkbox"/>
Universal Serial Bus	Common interface for connecting peripheral devices including mice, printers, and digital cameras.	<input type="checkbox"/>
USB	Common interface for connecting peripheral devices including mice, printers, and digital cameras.	<input type="checkbox"/>
Volatile storage	Storage which loses its contents when the power is removed.	<input type="checkbox"/>
YB	See Yottabyte.	<input type="checkbox"/>
ZB	See Zettabyte	<input type="checkbox"/>

Yottabyte	Storage unit: 1024 zettabytes	<input type="checkbox"/>
Zettabyte	Storage unit: 1024 exabytes	<input type="checkbox"/>

1-5 Miscellaneous



ASCII	See American Standard Code for Information Interchange.	<input type="checkbox"/>
American Standard Code for Information Interchange	Encoding system to store text, where one byte is used for each character. Compare Unicode.	<input type="checkbox"/>
Convergence	Idea that one device performs the same functions as many separate devices.	<input type="checkbox"/>
Failover system	See Redundant system.	<input type="checkbox"/>
Global Positioning System	System of satellites which can pinpoint a user's location on the Earth.	<input type="checkbox"/>
GPS	See Global Positioning System	<input type="checkbox"/>
RFID	See Radio Frequency Identification.	<input type="checkbox"/>
Kensington lock	Special lock for securing portable devices to immovable objects to prevent theft.	<input type="checkbox"/>
Plain text	Text file which contains no formatting data	<input type="checkbox"/>
Radio Frequency Identification	System of tags which contain data that can be read from a distance using radio waves.	<input type="checkbox"/>
Radio tag	Tags which broadcast their position over a large distance using radio waves.	<input type="checkbox"/>
RFID reader	See Radio Frequency Identification.	<input type="checkbox"/>
RFID tag	See Radio Frequency Identification.	<input type="checkbox"/>
RTF	See Rich Text Format.	<input type="checkbox"/>
Rich Text Format	Standard file format that can store documents that include formatting data.	<input type="checkbox"/>
Unicode	Encoding system to store text, with support for multiple languages and alphabets, and thousands of characters. Compare ASCII.	<input type="checkbox"/>
UPS	See Uninterruptible Power Supply.	<input type="checkbox"/>
Uptime	Measure of how long a computer system has been operating without restarting.	<input type="checkbox"/>
Uninterruptible Power Supply	Backup power system which powers a computer if the mains electricity fails.	<input type="checkbox"/>
Voice over Internet Protocol	System that lets users make telephone calls over the Internet.	<input type="checkbox"/>

VoIP	See Voice over Internet Protocol.	<input type="checkbox"/>
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1-6 Types of computers



Desktop computer	Typical computer system with a separate screen and system unit.	<input type="checkbox"/>
Embedded systems	Computer system hidden inside another device, such as a car engine management system.	<input type="checkbox"/>
HTPC	Computer with multimedia capabilities designed specifically for watching television and films.	<input type="checkbox"/>
Home Theatre PC	Computer with multimedia capabilities designed specifically for watching television and films.	<input type="checkbox"/>
Laptop	Portable computers that come in many shapes and sizes.	<input type="checkbox"/>
Mainframe	High end computer system that achieves very high data throughput.	<input type="checkbox"/>
Netbook	Lightweight laptop computer designed for portability.	<input type="checkbox"/>
PDA	See Personal Digital Assistant.	<input type="checkbox"/>
Personal Digital Assistant	Mobile device bigger than a phone but smaller than a laptop. Probably has a keyboard or at least a stylus (pen) and a touch-screen.	<input type="checkbox"/>
Smartphones	Mobile phone with capabilities including Internet access and a camera.	<input type="checkbox"/>
Supercomputers	Fastest computers available, capable of performing trillions of calculations per second.	<input type="checkbox"/>

1-7 Accessibility



Braille keyboard	Special keyboard designed for users with eyesight problems.	<input type="checkbox"/>
Braille printer	Special printer that can produce Braille text.	<input type="checkbox"/>
Eye tracking software	Accessibility software that tracks where a user is looking on the screen.	<input type="checkbox"/>
Head control systems	Accessibility software that tracks a user's head movements to allow them to input data.	<input type="checkbox"/>
Head wand	Accessibility hardware that lets a user input using a wand connected to their head.	<input type="checkbox"/>
High contrast mode	Accessibility setting for users with eyesight problems.	<input type="checkbox"/>
Input switches	Accessibility hardware that lets a user input data by pressing a simple on-off switch.	<input type="checkbox"/>
Screen magnification	Accessibility setting for users with eyesight problems.	<input type="checkbox"/>
Sip and puff	Accessibility hardware for users with very limited mobility	<input type="checkbox"/>

Sticky keys	Accessibility setting for users with movement problems.	<input type="checkbox"/>
Text-to-speech	Accessibility feature for users with eyesight problems, reads text from the computer out loud.	<input type="checkbox"/>
Braille keyboard	Special keyboard designed for users with eyesight problems.	<input type="checkbox"/>

1-8 **Networking technologies**

Bluetooth	Short range, low bandwidth wireless technology often used for mobile phone headsets or earphones.	<input type="checkbox"/>
IrDA	Short range, low bandwidth, line-of-sight wireless communication technology.	<input type="checkbox"/>

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2-Software

2 Software



Accounting software	Application software for managing finances.	<input type="checkbox"/>
Application software	Software which allows users to produce work, such as documents and presentations.	<input type="checkbox"/>
Application suite	Collection of application programs that perform related tasks, sold together.	<input type="checkbox"/>
Assistant	See wizard.	<input type="checkbox"/>
Audio software	Application software for creating, recording, and editing sound.	<input type="checkbox"/>
Automatic recalculation	Spreadsheet feature that updates results when cells are changed.	<input type="checkbox"/>
Backup	Spare copy of data to be used in the event of an emergency.	<input type="checkbox"/>
Browser	Software used to view web pages.	<input type="checkbox"/>
Business Software Alliance	Organisation that works to reduce illegal copying of software.	<input type="checkbox"/>
Bug	Error or mistake in a program.	<input type="checkbox"/>
Closed source	Software whose source code is not publicly available.	<input type="checkbox"/>
Cloud computing	System whereby application software and data are stored on a remote Internet server.	<input type="checkbox"/>
Command line interface	System the user controls by typing in commands.	<input type="checkbox"/>
Commercial software	Software which is sold for profit.	<input type="checkbox"/>
Compatibility	Idea that two systems work together and can share hardware, software, or data.	<input type="checkbox"/>
Concurrent licence	Software licence that allows a specific number of copies to be used at one time.	<input type="checkbox"/>
Copyright	Law protecting intellectual property from unauthorised copying.	<input type="checkbox"/>
Cross-platform	Hardware or software that works on multiple operating systems.	<input type="checkbox"/>
Database software	Application software for creating, recording, and finding large collections of data.	<input type="checkbox"/>
Defragmentation	Process of reducing disk fragmentation.	<input type="checkbox"/>
Desktop publishing software	Application software used to lay out pages for printed publications.	<input type="checkbox"/>
Device drivers	Utility software used by the operating system to communicate with peripheral devices.	<input type="checkbox"/>
DTP	See desktop publishing software.	<input type="checkbox"/>
EULA	See end user licence agreement	<input type="checkbox"/>
End user licence agreement	Licence agreement for software that sets out the users rights and responsibilities.	<input type="checkbox"/>

Federation Against Software Theft	Organisation that works to reduce illegal copying of software.	<input type="checkbox"/>
Firewall	Hardware or software that controls access to a network.	<input type="checkbox"/>
Fragmentation	Problem that occurs as files are saved on non-contiguous sectors on a disk.	<input type="checkbox"/>
Free and open source software	Software whose source code is freely available and can be changed and distributed.	<input type="checkbox"/>
Freeware	Software which is distributed for no cost.	<input type="checkbox"/>
Frequently asked questions	List of questions and answers often found in manuals and help screens.	<input type="checkbox"/>
Full backup	Backup that copies all data from a system.	<input type="checkbox"/>
Graphical User Interface	System the user controls using a mouse to click on icons, buttons, and windows.	<input type="checkbox"/>
Graphics software	Application software for creating and editing images.	<input type="checkbox"/>
GUI	See Graphical User Interface.	<input type="checkbox"/>
Incremental backup	Backup that copies only the changed data since the last backup.	<input type="checkbox"/>
Mail merge	Automatically customising a standard letter with individual names and addresses.	<input type="checkbox"/>
MDI	See Menu Driven Interface	<input type="checkbox"/>
Menu Driven Interface	Interface that presents a series of pre-defined options to the user.	<input type="checkbox"/>
Multi-user licence	Software licence that allows a specific number of copies to be used at one time.	<input type="checkbox"/>
Multimedia software	Application software for creating and editing presentations, animations, and video.	<input type="checkbox"/>
Open source	See free and open source.	<input type="checkbox"/>
Operating systems	Software that manages the computer system and controls the hardware.	<input type="checkbox"/>
Platform	Refers to a particular combination of hardware and operating system.	<input type="checkbox"/>
Presentation software	Application software for creating slides used for lectures, presentations, and lessons.	<input type="checkbox"/>
Product activation	Process of registering software online before it can be used, to reduce illegal copies.	<input type="checkbox"/>
Productivity software	See application software.	<input type="checkbox"/>
Public domain	Software to which the author has waived all rights.	<input type="checkbox"/>
Read me file	Help file containing latest updates and information about using a system.	<input type="checkbox"/>
Restore (a backup)	Copying data from a backup copy back to the main system.	<input type="checkbox"/>

Safety critical system	System whose failure could result in injury or loss of life.	<input type="checkbox"/>
Serial number	Registration number needed during software installation, used to reduce illegal copies.	<input type="checkbox"/>
Shareware	Software which is free to use initially, but which must be pay for if use continues.	<input type="checkbox"/>
Single-user licence	Software licence that allows the use of only a single copy on a single computer.	<input type="checkbox"/>
Site licence	Software licence that allows an organisation to use software on an unlimited number of computers.	<input type="checkbox"/>
Source code	Instructions that make up the software, entered by the programmer using a programming language.	<input type="checkbox"/>
Spreadsheet software	Application software for performing numerical calculations and analysis.	<input type="checkbox"/>
Tutorials	Step by step help on using a system.	<input type="checkbox"/>
User interface	Method used to communicate with a computer system.	<input type="checkbox"/>
Utility software	Software used to perform maintenance jobs such as defragmenting disks.	<input type="checkbox"/>
Video editing software	Application software for creating and editing video.	<input type="checkbox"/>
Voice controlled interface	Ability to operate a computer by issuing spoken commands.	<input type="checkbox"/>
Web development software	Application software for creating HTML pages for web sites.	<input type="checkbox"/>
Web-based software	See cloud computing.	
Wizard	Step by step help system to guide a user through a task.	
Word processing software	Application software for creating written documents such as letters or essays.	

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3-Networks

3 Networks



3G	System to allow Internet access using mobile phone networks.	<input type="checkbox"/>
4G	System to allow Internet access using mobile phone networks.	<input type="checkbox"/>
Application server	Computer that stores application software for clients on a network.	<input type="checkbox"/>
Asynchronous	Data transfer method in which the sender and receiver are not synchronised.	<input type="checkbox"/>
Audit trails	Record of all changes and actions performed with a system, for security purposes.	<input type="checkbox"/>
Authentication server	Computer that checks usernames and passwords when a user tries to log in.	<input type="checkbox"/>
Authorised access	User who has permission to use a system.	<input type="checkbox"/>
Backbone	High speed connections that connect main Internet sites.	<input type="checkbox"/>
Bandwidth	Measure of a network's speed.	<input type="checkbox"/>
Bits per second	Unit for measuring the speed of data transfer over a network connection.	<input type="checkbox"/>
Blog	Web page where entries are stored chronologically, like a diary or journal.	<input type="checkbox"/>
Bluetooth	Short range, low bandwidth wireless technology often used for mobile phone headsets or earphones.	<input type="checkbox"/>
bps	Unit for measuring the speed of data transfer over a network connection.	<input type="checkbox"/>
Cache	Storage area for frequently used information, to speed up access.	<input type="checkbox"/>
Client computer	Computer on a network that uses services provided by a server.	<input type="checkbox"/>
Client-server	Network system that uses servers to store data centrally and client computers to access them.	<input type="checkbox"/>
Database server	Computer on a network that stores data for other users to access.	<input type="checkbox"/>
DHCP	System that automatically assigns IP addresses to computers on a network.	<input type="checkbox"/>
Dialup	Internet access that connects using a telephone line and a MODEM.	<input type="checkbox"/>
DNS	System for translating domain names into IP addresses.	<input type="checkbox"/>
Domain Name System	System for translating domain names into IP addresses.	<input type="checkbox"/>
Domain names	Human readable names given to web sites, such as www.itgstextbook.com	<input type="checkbox"/>
Download	To transfer data from a server to a client computer.	<input type="checkbox"/>
DSL / cable	Common type of broadband Internet connection.	<input type="checkbox"/>

Dynamic Host Control Protocol	System that automatically assigns IP addresses to computers on a network.	<input type="checkbox"/>
Email server	Computer on a network that stores email for other users to access.	<input type="checkbox"/>
Ethernet	Type of wired network connection commonly used on LANs.	<input type="checkbox"/>
Fibre optic	Types of network connection that offers extremely high speed transfers.	<input type="checkbox"/>
File server	Computer on a network that stores files for other users to access.	<input type="checkbox"/>
File Transfer Protocol	System for transferring files over the Internet, often used for uploading web sites.	<input type="checkbox"/>
Firewall	Software or hardware used to control data entering and leaving a network.	<input type="checkbox"/>
FTP	System for transferring files over the Internet, often used for uploading web sites.	<input type="checkbox"/>
Gateway	Computer which acts as a bridge between a local area network and the Internet.	<input type="checkbox"/>
Gbps	Gigabits per second. Measure of network bandwidth.	<input type="checkbox"/>
Hardware address	Unique address embedded in network connected devices.	<input type="checkbox"/>
Home network	Small local computer network used in homes.	<input type="checkbox"/>
Host	Computer on a network that provides services or performs work for others.	<input type="checkbox"/>
HTTP	HyperText Transfer Protocol. The standard protocol of the world wide web.	<input type="checkbox"/>
HTTPS	Secure version of HTTP which offers encrypted communication.	<input type="checkbox"/>
Hub	Hardware device for connecting several computers on a network.	<input type="checkbox"/>
Internet Protocol	Standard protocol used on many LANs and on the Internet. See TCP.	<input type="checkbox"/>
Internet Service Provider	Company that provides Internet access to homes and businesses.	<input type="checkbox"/>
IP address	Unique address assigned to every computer on a network.	<input type="checkbox"/>
ISP	Company that provides Internet access to homes and businesses.	<input type="checkbox"/>
Kbps	Kilobits per second. Measure of network bandwidth.	<input type="checkbox"/>
LAN	Computer network in a small area such as an office building.	<input type="checkbox"/>
Local Area Network	Computer network in a small area such as an office building.	<input type="checkbox"/>
Log file	Chronological record of events, used for reporting purposes and audit trails.	<input type="checkbox"/>
Login	Process of authenticating oneself before using a computer system.	<input type="checkbox"/>

MAC address	Unique address embedded in network connected devices.	<input type="checkbox"/>
MAN	Computer network over a large area such as a city.	<input type="checkbox"/>
Mbps	Megabits per second. Measure of network bandwidth.	<input type="checkbox"/>
Metropolitan Area Network.	Computer network over a large area such as a city.	<input type="checkbox"/>
Microblog	Blog-like system which limited post length, such as Twitter.	<input type="checkbox"/>
MODEM	Device for connecting a computer to a telephone line, used in dialup connections.	<input type="checkbox"/>
Narrowband	Low speed network connection.	<input type="checkbox"/>
Network administrator	Individual responsible for maintaining and running a network.	
P2P	Network in which all computers are equal and there are no centralised servers.	<input type="checkbox"/>
PAN	Short range network between a computer and a mobile phone or similar portable device.	<input type="checkbox"/>
Peer to peer	Network in which all computers are equal and there are no centralised servers.	<input type="checkbox"/>
Personal Area Network	Short range network between a computer and a mobile phone or similar portable device.	<input type="checkbox"/>
Personal firewall	Software application that controls network access to and from a single computer.	<input type="checkbox"/>
Port	Number used to determine the type of service required when a computer connects to another.	<input type="checkbox"/>
Print server	Computer on a network that receives and processes print requests.	<input type="checkbox"/>
Protocols	A standard set of rules for performing tasks, such as communication.	<input type="checkbox"/>
Proxy server	Computer on a network which acts on behalf of another, or through which all Internet data must pass.	<input type="checkbox"/>
Push technology	System which notifies users of changes to web pages without them having to visit the page.	<input type="checkbox"/>
Read / write web	Refers to web pages which allow user interaction and collaboration.	<input type="checkbox"/>
Remote access	Ability to connect to a computer, over a network, as though you were physically present at the keyboard.	<input type="checkbox"/>
Router	Hardware device used to connect two separate networks.	<input type="checkbox"/>
RSS	Really Simple Syndicate. A push technology.	<input type="checkbox"/>
SAN	Network dedicated to providing disk storage to other computers on the network.	<input type="checkbox"/>
Server	Computer on a network that provides services or performs work for others.	<input type="checkbox"/>
Social bookmarking	Web site that lets users store and manage their favourite links, and share them with others.	<input type="checkbox"/>
Social network	Web site that lets users create personal profile pages and share them with friends.	<input type="checkbox"/>

Storage Area Network	Network dedicated to providing disk storage to other computers on the network.	<input type="checkbox"/>
Switch	Hardware device for connecting several computers on a network.	<input type="checkbox"/>
Synchronous	Data transfer method in which the sender and receiver are synchronised, allowing higher speed transfer.	<input type="checkbox"/>
Tagging	Adding key words to an item such as a photo to describe its content.	<input type="checkbox"/>
TCP/IP	Transfer Control Protocol / Internet Protocol. Common protocol for LANs and the Internet.	<input type="checkbox"/>
Thin client	Networking system whereby client computers rely on servers to perform their processing tasks.	<input type="checkbox"/>
Top-level domain	Suffix at the end of a URL, such as .com or .org.	<input type="checkbox"/>
Upload	To transfer data from a client to a server computer.	<input type="checkbox"/>
URL	Universal Resource Locator. Describes the location of an item, such as a web page, on the Internet.	<input type="checkbox"/>
Virtual LAN	Network form by several LANs which are in separate geographical locations.	<input type="checkbox"/>
Virtual Private Network	Allows a secure private connection over a public network, using an encrypted 'tunnel'. For example, a remote computer can securely connect to a LAN, as though it were physically connected.	<input type="checkbox"/>
VLAN	Network form by several LANs which are in separate geographical locations.	<input type="checkbox"/>
VPN	Allows a secure private connection over a public network, using an encrypted 'tunnel'. For example, a remote computer can securely connect to a LAN, as though it were physically connected.	<input type="checkbox"/>
WAN	Computer network over a large area, such as a country or several countries.	<input type="checkbox"/>
Web 2.0	Refers to web pages which allow user interaction and collaboration.	<input type="checkbox"/>
Web 3.0	Proposed evolution of the world wide web.	<input type="checkbox"/>
Web server	Computer on a network that stores web pages.	<input type="checkbox"/>
Wide Area Network	Computer network over a large area, such as a country or several countries.	<input type="checkbox"/>
WiFi	Most common type of wireless connection.	<input type="checkbox"/>
Wiki	Type of web page that any visitor can edit.	<input type="checkbox"/>
WiMax	Long range wireless network technology.	<input type="checkbox"/>
Wireless hotspot	The area around a WiFi router where wireless access is available.	<input type="checkbox"/>
WLAN	Wireless LAN. A LAN what allows WiFi connections.	<input type="checkbox"/>
WWW	World Wide Web – a series of interlinked multimedia pages stored on the Internet.	<input type="checkbox"/>

Notes

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4-Security

4 Security



Access levels	Settings that determine who can access an item and what they can do with it (read, write, delete). Applies to files, folders and databases among other things.	<input type="checkbox"/>
Anti-virus	Software to detect and remove viruses and other malware.	<input type="checkbox"/>
Asymmetric key encryption	Encryption system in which two keys are used: a public key used only to encrypt data, and a private key used only to decrypt it.	<input type="checkbox"/>
Authentication	Establishing a user's identity.	<input type="checkbox"/>
Backdoor	Method of bypassing security in a system, built in by the system designers.	<input type="checkbox"/>
Biometric enrolment	Process of registering a user for a biometric system by taking an initial sample.	<input type="checkbox"/>
Biometric template	Measurements taken from a biometric sample.	<input type="checkbox"/>
Biometrics	Use of fingerprints, retina scans, or other body features as an authentication mechanism.	<input type="checkbox"/>
Botnet	Group of zombie computers under the control of a criminal.	<input type="checkbox"/>
Brute force attack	Attempt to break a password by trying all possible combinations of letters, numbers, and symbols.	<input type="checkbox"/>
CAPTCHA	"Scribble text" displayed as an image, which the user must type in to verify that they are a person.	<input type="checkbox"/>
Certificate Authority	Organisation that issues digital certificates to individuals and companies.	<input type="checkbox"/>
Ciphertext	Result of encrypting plaintext.	<input type="checkbox"/>
Computer Misuse Act	UK law governing criminal offences committed using a computer.	<input type="checkbox"/>
Cracking	Gaining illegal access to a computer system	<input type="checkbox"/>
DDoS	Denial of service attack committed using dozens of computers, usually zombies on a botnet.	<input type="checkbox"/>
Denial of service attack	Flooding a computer system with data so that it cannot respond to genuine users.	<input type="checkbox"/>
Dictionary attack	Attempt to break a password by trying all possible words.	<input type="checkbox"/>
Digital signatures	Technique used to authenticate remote users, such as online shopping businesses.	<input type="checkbox"/>
Distributed Denial of Service attack	Denial of service attack committed using dozens of computers, usually zombies on a botnet.	<input type="checkbox"/>
DNS poisoning	Technique used by criminals to alter DNS records and drive users to fake sites, to committing phishing.	<input type="checkbox"/>
DoS	Flooding a computer system with data so that it cannot respond to genuine users.	<input type="checkbox"/>
Drive-by download	Program which automatically downloads when a user visits a web page, usually without their knowledge or consent.	<input type="checkbox"/>

Encryption	System of encoding plaintext so that it cannot be understood with access to an encryption key.	<input type="checkbox"/>
Encryption key	Used to encrypt and decrypt data.	<input type="checkbox"/>
EV SSL	Extended Validation SSL. Digital certificate validation technique used on the world wide web.	<input type="checkbox"/>
False negative	When a system incorrectly rejects an action instead of accepting it.	<input type="checkbox"/>
False positive	When a system incorrectly accepts an action instead of rejecting it.	<input type="checkbox"/>
Full disk encryption	System that encrypts all data saved to a hard disk automatically and transparently.	<input type="checkbox"/>
Hacking	Gaining illegal access to a computer system	<input type="checkbox"/>
Home directory	Directory that contains a user's personal files.	<input type="checkbox"/>
HTTPS	Protocol used to send web pages securely over the Internet.	<input type="checkbox"/>
Identity theft	Stealing personal data in order to impersonate a person.	<input type="checkbox"/>
Key escrow	Idea of having encryption keys stored by a third party company so the government can access them if needed.	<input type="checkbox"/>
Key logger	Software or hardware which records all key strokes on a computer system.	<input type="checkbox"/>
Key pair	A public key and private key that work together in a public encryption system.	<input type="checkbox"/>
Macro virus	Virus that takes advantage of the macro programming languages built into some software.	<input type="checkbox"/>
Malware	Generic name for malicious software	<input type="checkbox"/>
Multi-factor authentication	Use of several authentication techniques together, such as passwords and security tokens.	<input type="checkbox"/>
One time password	Password generated by a security token, which expires as soon as it is used.	<input type="checkbox"/>
Packet sniffer	Software or hardware used to collect data travelling over a network.	<input type="checkbox"/>
Passphrase	Word or phrase used to authenticate a user.	<input type="checkbox"/>
Password	Word or phrase used to authenticate a user.	<input type="checkbox"/>
Pharming	Technique used by criminals to alter DNS records and drive users to fake sites, to committing phishing.	<input type="checkbox"/>
Phishing	Use of fake emails and web sites to trick users into revealing sensitive data.	<input type="checkbox"/>
Physical security	Locks, alarms, and other techniques used to securely a building or computer room.	<input type="checkbox"/>
Plaintext	Message before it is encrypted, or after it has been decrypted.	<input type="checkbox"/>
Private key	Key used for decryption in a public key encryption system.	<input type="checkbox"/>
Public key	Key used for encryption in a public key encryption system.	<input type="checkbox"/>

Public key encryption	Encryption system in which two keys are used: a public key used only to encrypt data, and a private key used only to decrypt it.	<input type="checkbox"/>
Root user	User will full control over a computer system.	<input type="checkbox"/>
Rootkit	Type of malware which infiltrates the operating system and attempts to hide itself from view.	<input type="checkbox"/>
Secret key encryption	Encryption system in which a single key is used for both encryption and decryption.	<input type="checkbox"/>
Secure Socket Layer	System used to encrypt https web traffic.	<input type="checkbox"/>
Security token	Hardware device that must be present during login to authenticate a user.	<input type="checkbox"/>
Security update	Software update to fix a security problem discovered in software.	<input type="checkbox"/>
Smishing	Phishing attacks committed using text messages (SMS).	<input type="checkbox"/>
Social engineering	Tricking a user into revealing their password or other sensitive data.	<input type="checkbox"/>
Spam	Unwanted, bulk email.	<input type="checkbox"/>
Spam bot	Program that scans web pages for email address, in order to send spam.	<input type="checkbox"/>
Spam filters	Program designed to identify and block spam messages while letting genuine messages through.	<input type="checkbox"/>
Spyware	Malware which covertly records a user's actions, such as their key presses.	<input type="checkbox"/>
SSL	System used to encrypt https web traffic.	<input type="checkbox"/>
Symmetric key encryption	Encryption system in which a single key is used for both encryption and decryption.	<input type="checkbox"/>
System administrator	Personal in overall charge of a computer system in an organisation.	<input type="checkbox"/>
TLS	System used to encrypt https web traffic.	<input type="checkbox"/>
Transport Layer Security	System used to encrypt https web traffic.	<input type="checkbox"/>
Trojan horse	Malware which pretends to be a genuinely useful program to trick the user into using it.	<input type="checkbox"/>
Unauthorised access	Gaining illegal access to a computer system	<input type="checkbox"/>
Virus	Computer program which damages files and data spreads when infected programs are copied.	<input type="checkbox"/>
Virus definition file	Used by anti-virus programs to recognise known viruses.	<input type="checkbox"/>
Vishing	Phishing attacks committed using telephone calls or VoIP systems.	<input type="checkbox"/>
Vulnerability scanner	Software to scan a system for potential security problems.	<input type="checkbox"/>
Web bug	Technique used by spammers to detect if an email address is valid or not.	<input type="checkbox"/>
WEP	Wired Equivalence Protocol. Wireless network encryption system.	<input type="checkbox"/>

Worm	Malicious software which replicates itself and spreads between computer systems and over networks.	<input type="checkbox"/>
WPA	Wireless Protected Access. Wireless network encryption system.	<input type="checkbox"/>
WPA2	Wireless Protected Access 2. Wireless network encryption system.	<input type="checkbox"/>
zombie	Computer which has been compromised by malware and is part of a botnet.	<input type="checkbox"/>

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5-Multimedia

5 Multimedia



AAC	Lossy file format for audio.	<input type="checkbox"/>
Alignment	Tools to control placement of objects in presentation or DTP software.	<input type="checkbox"/>
AVI	Lossy file format for video.	<input type="checkbox"/>
Bit depth	Refers to the number of colours in an image.	<input type="checkbox"/>
Bit rate	Amount of data used to represent a single sample in a video or audio file.	<input type="checkbox"/>
Bitmap graphics	Graphics composed of rectangular grids of pixels.	<input type="checkbox"/>
Blue screen	Technique used to replace part of a video image matching a certain colour with computer graphics.	<input type="checkbox"/>
BMP	Lossless file format for audio.	<input type="checkbox"/>
Buffer	Temporary storage area used to store video or audio data ready for playing.	<input type="checkbox"/>
CAD	Technical graphics software used to design products for manufacture.	<input type="checkbox"/>
CGI	Graphics created entirely on a computer, using 2D or 3D graphics software.	<input type="checkbox"/>
Citation	Acknowledge to a piece of work used as a source.	<input type="checkbox"/>
Cloning	Graphics technique which copies one part of an image to another, often to remove something from the image.	<input type="checkbox"/>
Colour balance	Graphics filtering for altering the tones and intensities of colours in an image.	<input type="checkbox"/>
Colour depth	Refers to the number of colours in an image.	<input type="checkbox"/>
Colour levels	Graphics filtering for altering the tones and intensities of colours in an image.	<input type="checkbox"/>
Colour management	Ensuring printed output colours accurately match those on the screen.	<input type="checkbox"/>
Colour profile	Used as part of colour synchronisation to specify how a device represents colour.	<input type="checkbox"/>
Colour synchronisation	Ensuring printed output colours accurately match those on the screen.	<input type="checkbox"/>
Composite image	Image which was created from several separate images.	<input type="checkbox"/>
Compression	Reduction in the amount of data used to store a file.	<input type="checkbox"/>
Computer Aided Design	Technical graphics software used to design products for manufacture.	<input type="checkbox"/>
Computer Generated Imagery	Graphics created entirely on a computer, using 2D or 3D graphics software.	<input type="checkbox"/>
Copyright	Legal concept which protects intellectual property from authorised copying, alteration, or use.	<input type="checkbox"/>

Creative Commons	Licensing system for authors who wish to distribute their work freely.	<input type="checkbox"/>
Cropping	Taking a small part (subset) of an image.	<input type="checkbox"/>
Desktop publishing software	Software used for laying out text and images on pages. Commonly used for books, magazines, and brochures.	<input type="checkbox"/>
Digital effects	General name for operations performed on an image using graphics software.	<input type="checkbox"/>
Digital Rights Management	Software which restricts the actions a user can perform with a file, such as copying or printing.	<input type="checkbox"/>
Digitisation	The process of converting analog data into digital computer data.	<input type="checkbox"/>
DOC	File format for documents, used by Microsoft Office.	<input type="checkbox"/>
Dots per inch	Also known as printer resolution. The number of dots of colour a printer is capable of producing in a certain amount of space.	<input type="checkbox"/>
DPI	Also known as printer resolution. The number of dots of colour a printer is capable of producing in a certain amount of space.	<input type="checkbox"/>
DRM	Software which restricts the actions a user can perform with a file, such as copying or printing.	<input type="checkbox"/>
DTP	Software used for laying out text and images on pages. Commonly used for books, magazines, and brochures.	<input type="checkbox"/>
Fair use	Exceptions to copyright law that allow copying in certain limited circumstances.	<input type="checkbox"/>
Filters	General name for operations performed on an image using graphics software.	<input type="checkbox"/>
FLAC	Lossless file format for audio.	<input type="checkbox"/>
Flipping	Image effect found in most graphics software.	<input type="checkbox"/>
Footer	Area of a document which appears the same on every page.	<input type="checkbox"/>
GIF	Lossless file format for images.	<input type="checkbox"/>
GNU Free Documentation License	Licensing system for authors who wish to distribute their work freely.	<input type="checkbox"/>
Green screen	Technique used to replace part of a video image matching a certain colour with computer graphics.	<input type="checkbox"/>
Header	Area of a document which appears the same on every page.	<input type="checkbox"/>
Image editor	Software used to create or edit bitmap graphics.	<input type="checkbox"/>
Intellectual property	Refers to creations of the mind – non-physical property such as photographs, music, stories, and films.	<input type="checkbox"/>
JPG	Lossy file format for images.	<input type="checkbox"/>
Layer	Technique used in graphics software to place digital images or effects on top of each other to build up a final image.	<input type="checkbox"/>
Lossless compression	Compression technique in which the original file is completely recoverable, with no loss of quality. Compare lossy	<input type="checkbox"/>

	compression.	
Lossy compression	Compression technique in which some file data is sacrificed in order to reduce file size.	<input type="checkbox"/>
Master page	A template page which is used to include standard features (such as page numbers or a header) on each page of a document in a consistent manner.	<input type="checkbox"/>
Megapixel	Unit used to measure the resolution of digital cameras. Refers to 1 million pixels.	<input type="checkbox"/>
MIDI	Musical Instrument Digital Interface. System for communication between musical hardware and software applications.	<input type="checkbox"/>
Morphing	Effect that transforms one image into another over a series of frames.	<input type="checkbox"/>
Motion capture	A system used to capture human movement into a computer by attaching sensors to an actor and tracking their location.	<input type="checkbox"/>
MOV	Lossy file format for video.	<input type="checkbox"/>
MP3	Lossy file format for audio.	<input type="checkbox"/>
MP4	Lossy file format for video.	<input type="checkbox"/>
MPEG	Lossy file format for video.	<input type="checkbox"/>
Object oriented graphics	Graphics which are stored as a series of mathematical shapes and properties that can be independently manipulated at any time.	<input type="checkbox"/>
ODT	File format for documents, used by LibreOffice.	<input type="checkbox"/>
PDF	Common file format for the exchange of documents, which appears on screen exactly as it will appear on the printer.	<input type="checkbox"/>
Pixel	Individual dots which make up bitmap graphics.	<input type="checkbox"/>
Pixels per inch	Number of pixels displayed in each inch of screen output.	<input type="checkbox"/>
Plain text file	File format that stores characters using ASCII or Unicode encoding.	<input type="checkbox"/>
PNG	Lossless file format for images.	<input type="checkbox"/>
Portable Document Format	Common file format for the exchange of documents, which appears on screen exactly as it will appear on the printer.	<input type="checkbox"/>
PPI	Number of pixels displayed in each inch of screen output.	<input type="checkbox"/>
Raster graphics	Graphics composed of rectangular grids of pixels.	<input type="checkbox"/>
Resolution	Refers to the number of pixels in an image.	<input type="checkbox"/>
Rich Text Format	File format for documents, which can store text and some basic formatting information.	<input type="checkbox"/>
Rotating	Image effect found in most graphics software.	<input type="checkbox"/>
RTF	File format for documents, which can store text and some basic formatting information.	<input type="checkbox"/>
Sample rate	Number of samples taken each second when recording sound.	<input type="checkbox"/>

Scaling	Changing the size of an image.	<input type="checkbox"/>
Selection tools	Tools in graphics software for selecting only a subset of an image.	<input type="checkbox"/>
Streaming media	Video or audio data that is played while it is downloading.	<input type="checkbox"/>
SVG	Standard file format for vector image data.	<input type="checkbox"/>
Template	A page which is used to include standard features (such as page numbers or a header) on each page of a document in a consistent manner.	<input type="checkbox"/>
Text file	File format that stores characters using ASCII or Unicode encoding.	<input type="checkbox"/>
TIF	Lossless file format for images.	<input type="checkbox"/>
True colour	Image with 24 bit colour depth.	<input type="checkbox"/>
TXT	File format that stores characters using ASCII or Unicode encoding.	<input type="checkbox"/>
Typography	The proficient use of fonts, font sizes, and font properties such as leading and kerning to display text in an appropriate manner.	<input type="checkbox"/>
Vector graphics	Graphics which are stored as a series of mathematical shapes and properties that can be independently manipulated at any time.	<input type="checkbox"/>
Video CODECs (coder-decoders)	Software required to view certain compressed video and audio formats.	<input type="checkbox"/>
Virtual actors	Animated characters used in films, created entirely using computer graphics software.	<input type="checkbox"/>
Vorbis	Lossy file format for audio.	<input type="checkbox"/>
Watermarking	The process of adding an author name or logo into an image to identify its owner and prevent intellectual property theft.	<input type="checkbox"/>
WAV	Lossless file format for audio.	<input type="checkbox"/>
WMA	Lossy file format for video.	<input type="checkbox"/>
WYSIWYG	What You See Is What You Get. Refers to programs that present their output onscreen exactly as it will appear when printed.	<input type="checkbox"/>
Zip file	Compressed file format for general data.	<input type="checkbox"/>

Notes

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6-Databases

6 Databases



Alternative key	Field by which a database is often searched.	<input type="checkbox"/>
Auditing	Recording database transactions made by users (e.g. all edits, reads) for security purposes.	<input type="checkbox"/>
Boolean operators	AND, OR, and NOT operators used in a query.	<input type="checkbox"/>
Character check	Ensuring a field contains only the specified character types.	<input type="checkbox"/>
Check digit	Way of checking mathematically if an item of data has been correctly entered.	<input type="checkbox"/>
Comma Separated Values	File format for transferring data, which stores fields and records in a plain text file, separated by commas. See also TSV (Tab Separated Values).	<input type="checkbox"/>
Composite key	Primary key which consists of more than one field.	<input type="checkbox"/>
Computer matching	Combining several databases to build up more information about a person or set of people.	<input type="checkbox"/>
Consistency check	Validation check in which two fields' values are mutually dependent.	<input type="checkbox"/>
CSV	File format for transferring data, which stores fields and records in a plain text file, separated by commas. See also TSV (Tab Separated Values).	<input type="checkbox"/>
Data entry form	Screen used to input data into a database.	<input type="checkbox"/>
Data integrity	Ensuring data is correct, consistent, and update to date.	<input type="checkbox"/>
Data matching	Combining several databases to build up more information about a person or set of people.	<input type="checkbox"/>
Data mining	Searching collections of data for hidden patterns.	<input type="checkbox"/>
Data Protection Act	UK law that governs the collection and use of personal data.	<input type="checkbox"/>
Data redundancy	Data in a database which is needlessly duplicated.	<input type="checkbox"/>
Data types	Format of data in a field, such as text, number, or date.	<input type="checkbox"/>
Data warehouses	Vast databases containing many gigabytes of data.	<input type="checkbox"/>
Database Management System	Software used to create, enter, edit, and retrieve data in a database.	<input type="checkbox"/>
DBMS	Software used to create, enter, edit, and retrieve data in a database.	<input type="checkbox"/>
Field	Single item of data about a single record in a database.	<input type="checkbox"/>
Field size	Validation technique. Number of characters that can be stored in a field.	<input type="checkbox"/>
Flat file database	Database which consists of just one table.	<input type="checkbox"/>
Foreign key	Database field whose sole purpose is to form part of a relationship with another table.	<input type="checkbox"/>

Forms	Screen used to input data into a database.	<input type="checkbox"/>
Index	Field by which a database is often searched.	<input type="checkbox"/>
Input mask	Validation technique. Ensures only the specified characters can be entered into a field.	<input type="checkbox"/>
Key field	Field which contains a different value for every record in that table.	<input type="checkbox"/>
Knowledge discovery	Searching collections of data for hidden patterns.	<input type="checkbox"/>
Length check	Validation technique. Number of characters that can be stored in a field.	<input type="checkbox"/>
Lookup	Using a list of values to limit what can be entered into a field. For example, for the 'Gender' field, the values are limited to 'male' and 'female'	<input type="checkbox"/>
Normalization	Process of converting a database from a flat file database to a relational database.	<input type="checkbox"/>
Online encyclopaedias	Web site containing a large number of articles for research purposes.	<input type="checkbox"/>
Opt-in	System in which users must explicitly decide to participate.	<input type="checkbox"/>
Opt-out	System in which users must explicitly decide not to participate.	<input type="checkbox"/>
Parameter query	Database query whose criteria are decided by the user at run-time.	<input type="checkbox"/>
Personal data	Data which could identify a user, or lead to social impacts such as identity theft.	<input type="checkbox"/>
Personally identifiable data	Data which could identify a user, or lead to social impacts such as identity theft.	<input type="checkbox"/>
Presence check	Validation technique. Requires a field to be completed.	<input type="checkbox"/>
Primary key	Field which contains a different value for every record in that table.	<input type="checkbox"/>
Privacy policy	Policy governing what data a company or web site will collect about you and how it will be used.	<input type="checkbox"/>
Queries	Method of extracting data from a database that matches specific criteria	<input type="checkbox"/>
Range check	Validation technique. Ensures a field is between a certain range of values.	<input type="checkbox"/>
RDBMS	Relational DBMS. See Database Management System.	<input type="checkbox"/>
Record	Collection of fields that represent a single entity, such as a person.	<input type="checkbox"/>
Redundancy	Data in a database which is needlessly duplicated.	<input type="checkbox"/>
Redundant data	Data in a database which is needlessly duplicated.	<input type="checkbox"/>
Relational database	Database containing multiple related tables and no redundant data.	<input type="checkbox"/>
Searching	Method of extracting data from a database that matches specific criteria	<input type="checkbox"/>
Secondary key	Field by which a database is often searched.	<input type="checkbox"/>

Secondary use	Using data for a purpose other than the one for which it was collected.	<input type="checkbox"/>
Sensitive data	Data such as medical records which, if shared, could cause serious negative impacts on the data subject.	<input type="checkbox"/>
Sorting	Ordering records based on a field (e.g. alphabetically).	<input type="checkbox"/>
SQL	Language for managing databases by typing commands.	<input type="checkbox"/>
Structured Query Language	Language for managing databases by typing commands.	<input type="checkbox"/>
Tab Separated Values	File format for transferring data, which stores fields and records in a plain text file, with fields separated by a tab character. See also CSV.	<input type="checkbox"/>
Tab-delimited text files	File format for transferring data, which stores fields and records in a plain text file, with fields separated by a tab character. See also CSV.	<input type="checkbox"/>
Table	In databases, a collection of records representing a type of item.	<input type="checkbox"/>
Trans-border data flow	Transfer of data between countries.	<input type="checkbox"/>
TSV	File format for transferring data, which stores fields and records in a plain text file, with fields separated by a tab character. See also CSV.	<input type="checkbox"/>
Validation	Checks to ensure whether data is in the correct format.	<input type="checkbox"/>
Verification	Checking whether data is correct – i.e. is the value entered in a field the actual value?	<input type="checkbox"/>
Web databases		<input type="checkbox"/>

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7-Models & Simulations

7 Models and simulations



Absolute cell reference	In a spreadsheet, a cell reference which does not change when moved.	<input type="checkbox"/>
Assumptions	Often made during the construction of a computer model, as part of the simplification process.	<input type="checkbox"/>
Car crash model	Used to predict the results of car crashes.	<input type="checkbox"/>
Cell format	In spreadsheets, the properties of a cell such as its colour, font, and cell type.	<input type="checkbox"/>
Cell range	In spreadsheets, reference to a range of continuous cells.	<input type="checkbox"/>
Cell reference	In spreadsheets, a combination of row number and column letter to refer to a single cell (e.g. A2).	<input type="checkbox"/>
Centralized processing	Single computer with multiple processors working on a task.	<input type="checkbox"/>
CFD	Computational Fluid Dynamics. A technique used to model airflow in computer models.	<input type="checkbox"/>
Climate model	Computer model used to predict possible future climate change.	<input type="checkbox"/>
Computer model	Mathematical representation of the real world using computer software.	<input type="checkbox"/>
Computer simulation	Based on computer models, gives users experience of events such as flying a plane.	<input type="checkbox"/>
Decision Support System	Use of models or expert systems to aid (business) decision making processes.	<input type="checkbox"/>
Distributed processing	Use of multiple separate computers working together on a common task.	<input type="checkbox"/>
Feedback loop	Comparing the results of a computer model to actual (real life) results, and using the differences to improve the model for the future.	<input type="checkbox"/>
Flight simulator	Simulator hardware and software used to train pilots.	<input type="checkbox"/>
Formula	In spreadsheets, a combination of cell references and mathematical operations.	<input type="checkbox"/>
Full motion platform	Hardware device which can move in many directions to increase the realism of simulators.	<input type="checkbox"/>
Function	Built in features of spreadsheets for performing common calculations.	<input type="checkbox"/>
Global Climate Model	Computer model used to predict possible future climate change.	<input type="checkbox"/>
Goal seek	Spreadsheet tool used to determine the required values to meet a certain goal.	<input type="checkbox"/>
Grid computing	Use of multiple separate computers working together on a common task.	<input type="checkbox"/>
High performance computing	High speed computing using multiple processors	<input type="checkbox"/>
Parallel processing	High speed computing using multiple processors	<input type="checkbox"/>

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8-Business (traditional)

8 Business (traditional)



Acceptable use policy	Policy that sets out what users are and are not allowed to do with IT systems.	<input type="checkbox"/>
Chip and pin	Systems designed to reduce credit card fraud by requiring the user to authenticate themselves at the point of sale.	<input type="checkbox"/>
Collaborative software	Application software to let users work together on projects even if they are geographically remote.	<input type="checkbox"/>
Deskilling	Reduction in the skill needed to do a job, due to technology	<input type="checkbox"/>
EFT	Transfer of money from one account to another using computer systems and networks.	<input type="checkbox"/>
Electronic Funds Transfer	Transfer of money from one account to another using computer systems and networks.	<input type="checkbox"/>
Email monitoring	Technology to monitor emails sent and received, usually by employees.	<input type="checkbox"/>
Employee monitoring	Technology used to monitor the work of employees using a computer system.	<input type="checkbox"/>
Extranet	Content on a LAN which is available to authorised third parties.	<input type="checkbox"/>
Filtering	Process of preventing access to some resources, usually web pages.	<input type="checkbox"/>
Follow-the-sun working	System of moving working to different offices around the globe as the day progresses, ending work in each location as the end of the day approaches, and moving it to a new office elsewhere where the day is just beginning.	<input type="checkbox"/>
Internet monitoring	Technology to monitor Internet data sent and received, usually by employees.	<input type="checkbox"/>
Intranet	Content on a LAN which is only available to members of an organisation.	<input type="checkbox"/>
Key logger	Software or hardware which records all key strokes on a computer system.	<input type="checkbox"/>
Keystroke monitoring	Software or hardware which records all key strokes on a computer system.	<input type="checkbox"/>
Loyalty card	Card used to identify repeat customers, to allow them to accumulate reward points, and to gather data about their shopping habits for marketing purposes	<input type="checkbox"/>
Macro	In application software, a set of actions which are recorded so they can be played back later.	<input type="checkbox"/>
Macro viruses	Virus that takes advantage of the macro programming languages built into some software.	<input type="checkbox"/>
Mail merge	The process of automatically customising a standard letter with individual names and addresses from a database.	<input type="checkbox"/>
Online banking	Use of the Internet to perform tasks such as bill payment, money transfers and other banking tasks.	<input type="checkbox"/>
Point of Sale	Checkout system in a shop, usually connected to a store database and EFT system.	<input type="checkbox"/>
POS	Checkout system in a shop, usually connected to a store database and EFT system.	<input type="checkbox"/>

Re-skilling	When a de-skilled user retrain, often in a technology related discipline.	<input type="checkbox"/>
Remote desktop	Ability to connect to a computer, over a network, as though you were physically present at the keyboard.	<input type="checkbox"/>
Reward card	Card used to identify repeat customers, to allow them to accumulate reward points, and to gather data about their shopping habits for marketing purposes	<input type="checkbox"/>
RFID	System of tags which contain data that can be read from a distance using radio waves.	<input type="checkbox"/>
Self checkout	Supermarket technology that lets users scan and pay for their own goods without staff assistance.	<input type="checkbox"/>
Smart shopping trolley	Shopping trolley with RFID technology to offer enhanced functionality.	<input type="checkbox"/>
Targeted advertising	Use of data about customers to determine which adverts they are most likely to find useful.	<input type="checkbox"/>
Telecommuting	Working away from an organisation's main office or base, using portable computers.	<input type="checkbox"/>
Teleworking	Working away from an organisation's main office or base, using portable computers.	<input type="checkbox"/>

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9-Business (on line)

9 Business (on line)



Absolute link	HTML link to a fully specified URL.	<input type="checkbox"/>
Active Server Pages	Technology used to create dynamic web pages, designed by Microsoft.	<input type="checkbox"/>
Active Server Pages Extended	Technology used to create dynamic web pages, designed by Microsoft.	<input type="checkbox"/>
Ad blockers	Software to block adverts in web pages.	<input type="checkbox"/>
ALT attribute	HTML attribute that provides a text description of images.	<input type="checkbox"/>
Anchor	HTML link which points to a different part of the same page.	<input type="checkbox"/>
Apache	Well known web server software.	<input type="checkbox"/>
Applet	Java program which runs inside a web page.	<input type="checkbox"/>
ASP	Technology used to create dynamic web pages, designed by Microsoft.	<input type="checkbox"/>
ASPX	Technology used to create dynamic web pages, designed by Microsoft.	<input type="checkbox"/>
B2B	E-commerce conducted between two businesses, such as a business and their suppliers.	<input type="checkbox"/>
B2C	E-commerce conducted between a business and their customers, for example, online shopping.	<input type="checkbox"/>
Back-end	Database which stores web site content 'behind the scenes'.	<input type="checkbox"/>
Banner ads	Graphical adverts that are typically displayed across the top of a web page.	<input type="checkbox"/>
Bounce rate	Percentage of users who visit a web site but immediately leave it.	<input type="checkbox"/>
Breadcrumb trails	Feature of a web site to help user navigation by showing the current page name and the names of pages which led to it, in order.	<input type="checkbox"/>
Browser compatibility	An essential check to ensure that a web page appears the same way on all web browsers.	<input type="checkbox"/>
Bulk email	Email sent to large numbers of users at once. May be considered spam by some users.	<input type="checkbox"/>
Business-to-Business	E-commerce conducted between two businesses, such as a business and their suppliers.	<input type="checkbox"/>
Business-to-Consumer	E-commerce conducted between a business and their customers, for example, online shopping.	<input type="checkbox"/>
C2C	E-commerce where customers deal directly with each other, such as in online auction.	<input type="checkbox"/>
Cascading Style Sheets	Technology to specify styling and formatting information for web pages.	<input type="checkbox"/>
Click Through Rate	Percentage of users who click on an advert after seeing it.	<input type="checkbox"/>
Consumer-to-Consumer	E-commerce where customers deal directly with each other, such as in online auction.	<input type="checkbox"/>

Conversion rate	Percentage of visitors who visit a site and then make a purchase.	<input type="checkbox"/>
Cookies	Small text file text by some web sites to recognise the user when they return.	<input type="checkbox"/>
Cost Per Click	Amount paid to the advertising company when a user clicks on an advert.	<input type="checkbox"/>
CPC	Amount paid to the advertising company when a user clicks on an advert.	<input type="checkbox"/>
CSS	Technology to specify styling and formatting information for web pages.	<input type="checkbox"/>
CTR	Percentage of users who click on an advert after seeing it.	<input type="checkbox"/>
Data mining	Searching collections of data for hidden patterns.	<input type="checkbox"/>
Data-driven web sites	A web site whose pages are generated at view-time, from data stored in a database. For example, when a user performs a search in a shop, all matching products are extracted from the database and a web page is generated to display them.	<input type="checkbox"/>
Digital certificates	Technique used to authenticate remote users, such as online shopping businesses.	<input type="checkbox"/>
Direct payment	E-commerce payment using a debit or credit card.	<input type="checkbox"/>
Do not track	Initiative designed to stop tracking cookies from recording user's web activity.	<input type="checkbox"/>
Domain name	Human readable names given to web sites, such as www.itgstextbook.com	<input type="checkbox"/>
Domain Name System	System for translating domain names into IP addresses.	<input type="checkbox"/>
Dynamic web site	A web site whose pages are generated at view-time, from data stored in a database. For example, when a user performs a search in a shop, all matching products are extracted from the database and a web page is generated to display them.	<input type="checkbox"/>
E-commerce	The techniques used to sell products online.	<input type="checkbox"/>
E-marketing	The techniques used to market produces online.	<input type="checkbox"/>
E-store	A name for a web page which lets the user browse and purchase items.	<input type="checkbox"/>
Electronic shopping cart	Feature of e-commerce sites which contains items for later purchase.	<input type="checkbox"/>
Enterprise information system	System that allows an organisation to collect, manage, and analyse large amounts of information about its products, its processes, and its customers.	<input type="checkbox"/>
External link	HTML link which points to a separate, external web site.	<input type="checkbox"/>
File Transfer Protocol	System for transferring files over the Internet, often used for uploading web sites.	<input type="checkbox"/>
Filtering	Software which blocks some Internet content, based on a series of rules or lists of content.	<input type="checkbox"/>
First party cookie	Cookie left by a web site the user directly visited.	<input type="checkbox"/>

Flash	Technology often used to create interactive web pages.	<input type="checkbox"/>
HTML	HyperText Markup Language. The standard language for creating web pages.	<input type="checkbox"/>
HTTPS	Protocol used to send web pages securely over the Internet.	<input type="checkbox"/>
Hyperlinks	Area of a web page – text or an image – which when clicked takes the user to another web page.	<input type="checkbox"/>
Internal link	HTML link which points to a different part of the same page.	<input type="checkbox"/>
Internet Service Provider	Company that provides Internet access to homes and businesses.	<input type="checkbox"/>
ISP	Company that provides Internet access to homes and businesses.	<input type="checkbox"/>
Java	Programming language often used to create interactive web pages.	<input type="checkbox"/>
JavaScript	Scripting language often used to create interactive web pages.	<input type="checkbox"/>
Keyword density	Frequently with which key words appear in a web page.	<input type="checkbox"/>
Keyword prominence	Locations within a web page that key words appear.	<input type="checkbox"/>
Keyword spamming	Overuse of key words in a web page in an attempt to increase search engine ranking.	<input type="checkbox"/>
Link farm	Service that links many pages to each other in an attempt to increase search engine ranking.	<input type="checkbox"/>
Location based service	Web page which alters the information it displays based on the user's geographical location.	<input type="checkbox"/>
M-commerce	The use of mobile phones to conduct online purchases.	<input type="checkbox"/>
Meta tags	HTML tags to add additional information about a web page and its content.	<input type="checkbox"/>
Mobile commerce	The use of mobile phones to conduct online purchases.	<input type="checkbox"/>
MySQL	Database system often used by data driven web sites.	<input type="checkbox"/>
Newsletter		<input type="checkbox"/>
Online advertising		<input type="checkbox"/>
Online reputation	Methods used to measure the “trust” and “reliability” of people in an online network, especially when performing e-commerce or writing reviews.	<input type="checkbox"/>
Payment gateway	A trusted third party who is used to receive and process payments in an online transaction.	<input type="checkbox"/>
PHP	Technology used to create dynamic web pages.	<input type="checkbox"/>
Plugins	Software added to web browsers to extend their functionality.	<input type="checkbox"/>
Pop-ups	A type of advertisement which opens a new browser window to display adverts.	<input type="checkbox"/>
Ranking of sites	Process performed by search engines to determine the order of results for a given search.	<input type="checkbox"/>

Referrer	A small piece of information sent to sites you visit, telling the site which site you just came from.	<input type="checkbox"/>
Relative link	HTML link to a file, with no path specified.	<input type="checkbox"/>
Screen reader	Accessibility feature for users with eyesight problems, which reads text aloud.	<input type="checkbox"/>
Scripting	Simple programming that can be included in web pages to make them more interactive or dynamic.	<input type="checkbox"/>
Search Engine Optimisation	Techniques used to increase a web page's search engine rankings.	<input type="checkbox"/>
Secure online payment	Essential for all online transactions, often achieved using SSL or TLS encryption.	<input type="checkbox"/>
SEO	Techniques used to increase a web page's search engine rankings.	<input type="checkbox"/>
Silverlight	Technology often used to create interactive web pages.	<input type="checkbox"/>
Sitemap	Overview of a web site and all the links and pages within it.	<input type="checkbox"/>
Social media	Networks such as Facebook, Google, and Twitter, which are often used for advertising.	<input type="checkbox"/>
Spam	Unwanted, bulk email.	<input type="checkbox"/>
Sponsored links	Links show by search engines because the link owners paid a fee.	<input type="checkbox"/>
SQL	Language for managing databases by typing commands.	<input type="checkbox"/>
Styles		<input type="checkbox"/>
Stylesheet	File which contains CSS information to format a web page.	<input type="checkbox"/>
Tags (HTML)	Keywords in HTML which are used to mark up a web page.	<input type="checkbox"/>
Targeted advertising	The use of data about an individual to determine the types of advertising which is most likely to interest them.	<input type="checkbox"/>
Third party cookie	Cookie left by a web site the user did not directly visit (usually by advert companies).	<input type="checkbox"/>
Third party hosting	Use of a separate, specialist company to store and manage a web site.	<input type="checkbox"/>
Third party payment service	See payment gateway.	<input type="checkbox"/>
Title attribute	HTML attribute that provides a text description of links.	<input type="checkbox"/>
Top Level Domain	The final part of a domain name, such as .com .net or .sv	<input type="checkbox"/>
Tracking number	A number given to users when they order an item online, allowing them to see its progress from the retailer to their door.	<input type="checkbox"/>
Unique identification number	Used by cookies to help recognise return visitors to web sites.	<input type="checkbox"/>
Uploading	To transfer data from a client to a server computer.	<input type="checkbox"/>

Uptime	Measure of how long a computer system has been operating without restarting.	<input type="checkbox"/>
Viral advertising	Advertising on social media networks which spreads rapidly from user to user.	<input type="checkbox"/>
Virtual world	3D environment in which character select an avatar and then explore. Sometimes used by companies for marketing purposes.	<input type="checkbox"/>
W3C	Organisation that manages standards on the world wide web.	<input type="checkbox"/>
Web analytics	Software to measure and display statistics about a web site's visitors, such as pages visited, durations of visits, and web browsers used.	<input type="checkbox"/>
Web Content Management System	Software which allows management of a web site without web design skills. Content is stored in a database and published in different ways, such as on a web site, in a printed booklet, or in different languages. Sometimes called a WebCMS.	<input type="checkbox"/>
Web crawler	Software which scans web pages looking for key words, so search engines can index them.	<input type="checkbox"/>
Web hosting	The process of housing or storing a web site, making it available to the public, and managing the servers on which it runs.	<input type="checkbox"/>
Web server	Computer which houses web pages and serves them to computers that request them.	<input type="checkbox"/>
Web spider	Software which scans web pages looking for key words, so search engines can index them.	<input type="checkbox"/>
Web traffic analysis	Software to measure and display statistics about a web site's visitors, such as pages visited, durations of visits, and web browsers used.	<input type="checkbox"/>
WebCMS	Software which allows management of a web site without web design skills. Content is stored in a database and published in different ways, such as on a web site, in a printed booklet, or in different languages. Sometimes called a WebCMS.	<input type="checkbox"/>
World Wide Web Consortium	Organisation that manages standards on the world wide web.	<input type="checkbox"/>
WYSIWYG	What You See Is What You Get. Refers to programs that present their output onscreen exactly as it will appear when printed.	<input type="checkbox"/>
XML	A markup language used to describe data, storing the information as plain text files.	<input type="checkbox"/>

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10-Business (transportation)

10 Business (transportation)



Fleet management	Software to track and manage fleets of vehicles, including route planning and data analysis functions.	<input type="checkbox"/>
Fleet tracking	Software to display the location of vehicles, such as trucks or taxis.	<input type="checkbox"/>
Full body scanners	Security system used at airports to produce a digital image of passengers 'without clothes'.	<input type="checkbox"/>
GPS	System of satellites that allows a user to determine their position on Earth using a special receiver.	<input type="checkbox"/>
Intelligent cars	Cars incorporating IT to improve driver safety and comfort.	<input type="checkbox"/>
Package tracking	Use of RFID and a web site to show customers the location of packages awaiting delivery.	<input type="checkbox"/>
Price comparison sites	Sites which aggregate price data from a variety of sources to offer customers the best deal.	<input type="checkbox"/>
Real-time data collection	Data logging systems which report data as soon as it is collected.	<input type="checkbox"/>
Remote vehicle disabling	Ability to disable a vehicle over a computer network if it has been stolen	<input type="checkbox"/>
RFID	System of tags which contain data that can be read from a distance using radio waves.	<input type="checkbox"/>
Route planning	Software to plan the optimum route between two points.	<input type="checkbox"/>
Sensors	Input devices used to measure physical traits, such as sound, heat, or light.	<input type="checkbox"/>
Smart cars	Cars incorporating IT to improve driver safety and comfort.	<input type="checkbox"/>

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11-Education

11 Education



1-1 Programme	Scheme in which every student is given their own laptop.	<input type="checkbox"/>
Acceptable use policy	Policy that sets out what users are and are not allowed to do with IT systems.	<input type="checkbox"/>
Accessibility	Hardware and software features to help disabled users operate computer systems.	<input type="checkbox"/>
Anti-plagiarism software	Software to detect plagiarised work by searching the Internet and previous work samples.	<input type="checkbox"/>
Asynchronous learning	In a tele-learning environment, learning which does not require the teacher and student to be online at the same time.	<input type="checkbox"/>
Black list	List of banned web sites in a filtering system.	<input type="checkbox"/>
Blended learning	Mix of traditional teaching techniques and e-learning techniques.	<input type="checkbox"/>
Children's Internet Protection Act	US law requiring Internet filtering in US most schools and libraries.	<input type="checkbox"/>
CIPA	US law requiring Internet filtering in US most schools and libraries.	<input type="checkbox"/>
Cyber-bullying	Use of IT such as social networks to harass or bully individuals.	<input type="checkbox"/>
Dictation software	Use of software to convert spoken words into text.	<input type="checkbox"/>
e-Book	An electronic book, presented as a document on a computer or an e-book reader.	<input type="checkbox"/>
e-Book reader	Portable device used to download and read e-books.	<input type="checkbox"/>
e-Learning	Electronic learning. The use of IT to teach and learn.	<input type="checkbox"/>
EDI	Process of transferring data between systems in a standard format that both can understand.	<input type="checkbox"/>
Edutainment	Entertainment software designed to have an educational aspect.	<input type="checkbox"/>
Electronic Data Interchange	Process of transferring data between systems in a standard format that both can understand.	<input type="checkbox"/>
Electronic textbooks	E-books designed to replace traditional paper textbooks for teaching and learning	<input type="checkbox"/>
Equality of access	The use of technology to ensure that everybody is able to access resources, regardless of problems such as physical disabilities.	<input type="checkbox"/>
False negative	When a system incorrectly rejects an action instead of accepting it.	<input type="checkbox"/>
False positive	When a system incorrectly accepts an action instead of rejecting it.	<input type="checkbox"/>
Flat classrooms	Use of IT to connect classrooms with other classrooms around the world	<input type="checkbox"/>
Forums	Online areas where users can post messages to each other.	<input type="checkbox"/>

Intellectual property	Refers to creations of the mind – non-physical property such as photographs, music, stories, and films.	<input type="checkbox"/>
Interactive whiteboard	A computer input and output device often used in classrooms. Displays computer graphics as output and allows input using special pens or a finger.	<input type="checkbox"/>
m-Learning	Mobile learning. Use of mobile devices to teach and learn.	<input type="checkbox"/>
Motion controllers	Input devices which are moved through the air to control a computer system.	<input type="checkbox"/>
Multimedia	Use of images, audio, text, and video data together.	<input type="checkbox"/>
Onscreen keyboard	Keyboard which is displayed on screen and controlled by clicking on buttons with the mouse or a touch screen.	<input type="checkbox"/>
Open courseware	Educational material which is released for free use and distribution.	<input type="checkbox"/>
Open textbooks	Textbooks whose content is freely available online for reading, copying, and often editing.	<input type="checkbox"/>
Plagiarism	Use of another user's work without proper credit or citation being given.	<input type="checkbox"/>
Podcast	Sound files recorded and uploaded to a web server, usually in episodic format.	<input type="checkbox"/>
Predictive text	System that predicts the word being typed based on the letters already typed.	<input type="checkbox"/>
Profile privacy settings	Settings in social networks and other systems to control how a user's data is shared with others.	<input type="checkbox"/>
Projector	Output device used to display computer graphics on a wall or board.	<input type="checkbox"/>
Reference software	Electronic encyclopedia software containing articles, images, videos, and other reference items.	<input type="checkbox"/>
School information system	Database system for storing and managing information about a school, its students, and staff.	<input type="checkbox"/>
Serious games	Games designed to teach players about an issue.	<input type="checkbox"/>
Speech synthesis	Accessibility feature for users with eyesight problems, reads text from the computer out loud.	<input type="checkbox"/>
Synchronous learning	In a tele-learning environment, learning which does requires the teacher and student to be online at the same time.	<input type="checkbox"/>
Tele-learning	Learning that occurs when the teacher and students are in separate geographical locations.	<input type="checkbox"/>
Touch sensitive input	Input devices which allows a screen to be controlled with fingers rather than using a mouse or a keyboard.	<input type="checkbox"/>
Video conferencing	Use of video cameras and microphones to conduct a conversation over a network.	<input type="checkbox"/>
VLE	A content management system (CMS) which allows teachers to upload lessons, worksheets, quizzes, and other class material, to be displayed on a web page.	<input type="checkbox"/>
Web 2.0	Refers to web pages which allow user interaction and collaboration.	<input type="checkbox"/>
Virtual Learning Environment	A content management system (CMS) which allows teachers to upload lessons, worksheets, quizzes, and other class material, to be displayed on a web page.	<input type="checkbox"/>

12-Environment

12 Environment



ADC	Device for sampling analog data and producing a digital sample of it.	<input type="checkbox"/>
Analog data	Continuous data which can be measured, such as the temperature in the room.	<input type="checkbox"/>
Analog to digital converter	Device for sampling analog data and producing a digital sample of it.	<input type="checkbox"/>
BAN	Environmental campaign group that works to reduce the problems caused by e-waste.	<input type="checkbox"/>
Basel Action Network	Environmental campaign group that works to reduce the problems caused by e-waste.	<input type="checkbox"/>
Basel Convention, The	Environmental agreement regarding e-waste.	<input type="checkbox"/>
Blade servers	Server design which is modular, allowing systems to be rapidly expanded and reducing power consumption.	<input type="checkbox"/>
Continuous data	Analog data which can be measured, such as the temperature in the room.	<input type="checkbox"/>
CRT	Old, large TV style computer monitors.	<input type="checkbox"/>
Data centres	Large warehouses of computers that host hundreds or thousands of gigabytes of data.	<input type="checkbox"/>
Data layers	Layers of information added to a Geographical Information System.	<input type="checkbox"/>
Data logging	Automatic recording of data using sensors.	<input type="checkbox"/>
Digital data	Discrete data which can be counted.	<input type="checkbox"/>
Digital footprint	An individual's effect on the environment due to e-waste.	<input type="checkbox"/>
Digital divide	The idea that money, language, education, or infrastructure creates a gap between those who have access to information technologies and those who do not.	<input type="checkbox"/>
Digitisation	The process of converting analog data into digital computer data.	<input type="checkbox"/>
Discrete data	Discrete data which can be counted.	<input type="checkbox"/>
Donation schemes	Schemes used to find additional uses for obsolete computer equipment to extend it's useful life.	<input type="checkbox"/>
e-Waste	Discarded electronic equipment that is either broken or obsolete.	<input type="checkbox"/>
Electronic waste	Discarded electronic equipment that is either broken or obsolete.	<input type="checkbox"/>
Geographical Information System	A system which allows layers of data to be placed on map data to visualise and analyse it. For example, crime rate figures can be layered on a map of a city.	<input type="checkbox"/>
Geotagged	Adding tags to data (such as an image) to identify the location in which it was created.	<input type="checkbox"/>
GIS	A system which allows layers of data to be placed on map data to visualise and analyse it. For example, crime rate figures can be layered on a map of a city.	<input type="checkbox"/>

Global Positioning System	System of satellites that allows a user to determine their position on Earth using a special receiver.	<input type="checkbox"/>
GPS	System of satellites that allows a user to determine their position on Earth using a special receiver.	<input type="checkbox"/>
GPS receiver	Part of the GPS system which calculates its distance from satellites in space.	<input type="checkbox"/>
Laser imaging	Remote imaging method that users laser light, often used by satellites.	<input type="checkbox"/>
LCD	Newer style "flat screen" monitors.	<input type="checkbox"/>
LEDC	Countries to which electronic waste is often shipped for unsafe recycling and disposal.	<input type="checkbox"/>
Less Economically Developed Country	Countries to which electronic waste is often shipped for unsafe recycling and disposal.	<input type="checkbox"/>
Lidar	Remote imaging method that users laser light, often used by satellites.	<input type="checkbox"/>
Life cycle (hardware)	For computer hardware, the period of time from its manufacture, through its use, until its eventual disposal.	<input type="checkbox"/>
Location based service	Any service (e.g. web page content) which varies according to the user's location.	<input type="checkbox"/>
MEDC	Countries which are often a significant source of electronic waste.	<input type="checkbox"/>
More Economically Developed Country	Countries which are often a significant source of electronic waste.	<input type="checkbox"/>
Planned obsolescence	Idea that IT equipment is designed to have a short life expectancy before failing or becoming obsolete.	<input type="checkbox"/>
Power settings	Operating systems to affect the power consumption of a computer.	<input type="checkbox"/>
Radar	Remote imaging method used by satellites.	<input type="checkbox"/>
Recycling	The process of reclaiming valuable elements from waste electronic equipment, often done unsafely in developing countries.	<input type="checkbox"/>
Reduce	The 'R' concerned with preventing e-waste problems by producing less waste equipment and using fewer harmful chemicals.	<input type="checkbox"/>
Redundant systems	System which will take over the role of a primary system if it fails.	<input type="checkbox"/>
Remote sensing	Techniques used by satellites to image the Earth.	<input type="checkbox"/>
Refurbish	The 'R' concerned with finding additional uses for equipment which is obsolete but not broken.	<input type="checkbox"/>
Reuse	The 'R' concerned with finding additional uses for equipment which is obsolete but not broken.	<input type="checkbox"/>
RoHS	A law which limits the harmful chemicals that manufacturers are allowed to put into their electronic equipment.	<input type="checkbox"/>
Reduction of Harmful Substances	A law which limits the harmful chemicals that manufacturers are allowed to put into their electronic equipment.	<input type="checkbox"/>

Sample precision	During digitisation, the number of bits used to represent each sample.	<input type="checkbox"/>
Sample rate	During digitisation, the number of samples taken per second.	<input type="checkbox"/>
Sampling	The process of converting analog data into digital computer data.	<input type="checkbox"/>
SAT NAV	Portable GPS receiver device often used in vehicles.	<input type="checkbox"/>
Satellite imaging	The use of sensors on satellites to measure or record information, usually about the Earth.	<input type="checkbox"/>
Satellite navigation system	Portable device that uses GPS to plot the user's position.	<input type="checkbox"/>
Sensors	Input devices used to measure physical traits, such as sound, heat, or light.	<input type="checkbox"/>
Sonar	Remote imaging method used by satellites.	<input type="checkbox"/>
Speed throttling	Reducing a processor's clock speed to save power when not in use.	<input type="checkbox"/>
Take-back scheme	Scheme operated by IT manufacturers to accept customers' old hardware for recycling at its end of life.	<input type="checkbox"/>
Virtual globe	A 3D software map of the Earth, usually with layers of information added, similar to a GIS.	<input type="checkbox"/>
Virtual machines	A software implementation of a computer system, allowing one physical computer to run several "virtual computers", each with their own independent operating system and application software.	<input type="checkbox"/>
Virtualisation	The process of using several virtual machines running on one computer to replace several separate physical computers.	<input type="checkbox"/>
Visualisation	Producing graphs or animations based on computer data, to help understand and analyse it.	<input type="checkbox"/>
WEEE	A European law which requires electronic equipment manufacturers to accept back their equipment for recycling at its end of life.	<input type="checkbox"/>

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13-Health



Addiction	Compulsive use of a computer system that can lead to negative effects, including health problems. A growing problem!	<input type="checkbox"/>
Carpel Tunnel Syndrome	A health problem causing pain in the wrist, often associated with overuse or incorrect of a computer system.	<input type="checkbox"/>
Centralised database	database in which all data in stored in one centralised location.	<input type="checkbox"/>
Clinical decision support system	Expert system for medical diagnosis	<input type="checkbox"/>
Computer model	Mathematical representation of the real world using computer software.	<input type="checkbox"/>
CTS	A health problem causing pain in the wrist, often associated with overuse or incorrect of a computer system.	<input type="checkbox"/>
Cybernetics	Integration of IT into the human body.	<input type="checkbox"/>
e-Prescriptions	Electronic prescriptions.	<input type="checkbox"/>
EDI	Process of transferring data between systems in a standard format that both can understand.	<input type="checkbox"/>
HER	Computerised medical records, often stored on a centralised server.	<input type="checkbox"/>
Electronic Data Interchange	Process of transferring data between systems in a standard format that both can understand.	<input type="checkbox"/>
Electronic Health Records	Computerised medical records, often stored on a centralised server.	<input type="checkbox"/>
Electronic Medical Records	Computerised medical records, often stored on a centralised server.	<input type="checkbox"/>
EMR	Computerised medical records, often stored on a centralised server.	<input type="checkbox"/>
Ergonomics	Meaning a system design for user comfort.	<input type="checkbox"/>
Human Genome Project	An online project designed to centrally store information about the human genome.	<input type="checkbox"/>
Medical expert system	Expert system for medical diagnosis support.	<input type="checkbox"/>
Myoelectric control	Control of IT using electrical impulses from the body	<input type="checkbox"/>
Neural control	Control of IT using electrical impulses from the brain	<input type="checkbox"/>
Opt-in	System in which users must explicitly decide to participate.	<input type="checkbox"/>
Opt-out	System in which users must explicitly decide not to participate.	<input type="checkbox"/>
Personal Health Record	Electronic health records which are stored on the patient's own computer system.	<input type="checkbox"/>
PHR	Electronic health records which are stored on the patient's own computer system.	<input type="checkbox"/>

Prosthetics	Devices used to replace a user's arms or legs if they have been amputated. Increasing becoming computerised.	<input type="checkbox"/>
Remote monitoring	Use of IT to monitor the health of patients over a large distance.	<input type="checkbox"/>
Repetitive Strain Injury	Injury caused by overuse or incorrect use of a computer, which can affect the wrists, arms, back, or shoulders.	<input type="checkbox"/>
RSI	Injury caused by overuse or incorrect use of a computer, which can affect the wrists, arms, back, or shoulders.	<input type="checkbox"/>
Smart cards	Credit card sized card containing a microchip for data storage and processing.	<input type="checkbox"/>
Store-and-forward telemedicine	Telemedicine using techniques such as email, which do not operate in real time.	<input type="checkbox"/>
Telehealth	Using IT to perform medical consultations when the doctor and patient are in geographically separate locations.	<input type="checkbox"/>
Telemedicine	Using IT to perform medical consultations when the doctor and patient are in geographically separate locations.	<input type="checkbox"/>
Telesurgery	Using IT to perform surgery on a patient in a geographically separate location from the doctor.	<input type="checkbox"/>
Virtual reality	A virtual world which the user views using a special headset, and may participate in using specialist input devices.	<input type="checkbox"/>
VPN	Allows a secure private connection over a public network, using an encrypted 'tunnel'. For example, a remote computer can securely connect to a LAN, as though it were physically connected.	<input type="checkbox"/>

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14-Home & Leisure



3D modelling	Software often used in the digital restoration of historic sites or artefacts.	<input type="checkbox"/>
Augmented reality	Overlapping layers of computer data with images of the real world.	<input type="checkbox"/>
Avatar	Representation of a person in a virtual environment.	<input type="checkbox"/>
Biometrics	Use of fingerprints, retina scans, or other body features as an authentication mechanism.	<input type="checkbox"/>
CAVE	Form of virtual reality which projects images on the walls surrounding a user.	<input type="checkbox"/>
Cave Automated Virtual Environment	Form of virtual reality which projects images on the walls surrounding a user.	<input type="checkbox"/>
Citizen journalism	News reporting by everyday citizens using mobile technology, rather than traditional media.	<input type="checkbox"/>
Copyright infringement	Illegally copying or distributing copyrighted material.	<input type="checkbox"/>
Digital restoration	The process of using digital versions of historic works or places and software to “rebuild” them to their previous states.	<input type="checkbox"/>
Digital Rights Management	Software which restricts the actions a user can perform with a file, such as copying or printing.	<input type="checkbox"/>
Digital radio	Upgraded version of radio signals which offers higher quality than analog television.	<input type="checkbox"/>
Digital television	Upgraded version of television signals which offers higher quality than analog television.	<input type="checkbox"/>
Digitisation	The process of converting analog data into digital computer data.	<input type="checkbox"/>
DRM	Software which restricts the actions a user can perform with a file, such as copying or printing.	<input type="checkbox"/>
e-Book	An electronic book, presented as a document on a computer or an e-book reader.	<input type="checkbox"/>
Electronic ink	Technology used in e-book readers to improve display quality.	<input type="checkbox"/>
Entertainment Software Rating Board	Organisation that provides content ratings for computer games.	<input type="checkbox"/>
ESRB	Organisation that provides content ratings for computer games.	<input type="checkbox"/>
Ground penetrating radar	Specialist imaging hardware used to detect and visualise objects buried underground.	<input type="checkbox"/>
HDTV	Television images that have a resolution up to 1920 x 1080.	<input type="checkbox"/>
High Definition Television	Television images that have a resolution up to 1920 x 1080.	<input type="checkbox"/>
Home automation	Home which uses technology to improve its efficiency, security, and comfort, by automating many aspects.	<input type="checkbox"/>
Home Theatre PC	Computer with multimedia capabilities designed specifically for watching television and films.	<input type="checkbox"/>

HTPC	Computer with multimedia capabilities designed specifically for watching television and films.	<input type="checkbox"/>
IPTV	Systems which allows television images and sound to be delivered over the Internet.	<input type="checkbox"/>
Laser scanning	Technique used to build 3D computer models of real world locations.	<input type="checkbox"/>
Massively Multiplayer Online Game	Games played by connecting to a central server and interacting with other players in a virtual world.	<input type="checkbox"/>
Massively Multiplayer Online Role Playing Game	Games played by connecting to a central server and interacting with other players in a virtual world.	<input type="checkbox"/>
MMOG	Games played by connecting to a central server and interacting with other players in a virtual world.	<input type="checkbox"/>
MMORPG	Games played by connecting to a central server and interacting with other players in a virtual world.	<input type="checkbox"/>
Motion Picture Association of America	Film industry group that works to reduce illegal copying of films.	<input type="checkbox"/>
MPAA	Film industry group that works to reduce illegal copying of films.	<input type="checkbox"/>
News aggregator	Software which fetches news headlines from a variety of sources for display in one location.	<input type="checkbox"/>
P2P	Network in which all computers are equal and there are no centralised servers.	<input type="checkbox"/>
Pan European Game Information	Organisation that provides content ratings for computer games in Europe.	<input type="checkbox"/>
Paywall	System to prevent access to a web site's content unless the user pays a subscription fee.	<input type="checkbox"/>
Peer-to-Peer	Network in which all computers are equal and there are no centralised servers.	<input type="checkbox"/>
PEGI	Organisation that provides content ratings for computer games in Europe.	<input type="checkbox"/>
Piracy	Term for the illegal copying or downloading of copyrighted material.	<input type="checkbox"/>
Recording Industry Association of America	Music industry group that works to reduce illegal copying of music.	<input type="checkbox"/>
RFID	System of tags which contain data that can be read from a distance using radio waves.	<input type="checkbox"/>
RIAA	Music industry group that works to reduce illegal copying of music.	<input type="checkbox"/>
Smart home	Home which uses technology to improve its efficiency, security, and comfort, by automating many aspects.	<input type="checkbox"/>
Smart meters	Systems which measure a household's consumption of water or resources, producing statistics that can be used to improve efficiency.	<input type="checkbox"/>
Social news	News sites which rank news stories based on user ratings.	<input type="checkbox"/>

15-Politics & Government

15 Politics & Government



ANPR	Software which processes video camera data to read vehicle number plates and compare it to those stored in a database.	<input type="checkbox"/>
Augmented reality	Overlapping layers of computer data with images of the real world.	<input type="checkbox"/>
Automatic Number Plate Recognition	Software which processes video camera data to read vehicle number plates and compare it to those stored in a database.	<input type="checkbox"/>
Battlefield network	Large scale network gathering information from soldiers, vehicles, and maps to provide an overall view of the battlefield.	<input type="checkbox"/>
Biometrics	Use of fingerprints, retina scans, or other body features as an authentication mechanism.	<input type="checkbox"/>
Black boxes	Closed system whose internal operation cannot be inspected.	<input type="checkbox"/>
Black list	List of banned web sites in a filtering system.	<input type="checkbox"/>
Children Internet Protection Act (CIPA)	US Law requiring schools to filter Internet content to protect children.	<input type="checkbox"/>
Content rating	System whereby web site content is categorised so that filters can block it if necessary.	<input type="checkbox"/>
Cyber-terrorism	Using computer hacking techniques to commit acts of terrorism.	<input type="checkbox"/>
Cyber-warfare	Using computer hacking techniques to commit acts of war.	<input type="checkbox"/>
Denial of Service attack	Flooding a computer system with data so that it cannot respond to genuine users.	<input type="checkbox"/>
Digital Millennium Copyright Act	Law designed to improve copyright protection for media companies, and make it illegal to bypass copy protection systems such as DRM.	<input type="checkbox"/>
Direct Recording Electronic	Voting machines where users cast votes by touching a screen.	<input type="checkbox"/>
DMCA	Law designed to improve copyright protection for media companies, and make it illegal to bypass copy protection systems such as DRM.	<input type="checkbox"/>
DNA database	A database, often national, that contains DNA samples taken from people arrested by the police.	<input type="checkbox"/>
DNS	System for translating domain names into IP addresses.	<input type="checkbox"/>
DNS Poisoning	Technique used by criminals to alter DNS records and drive users to fake sites, to committing phishing.	<input type="checkbox"/>
DRE voting machine	A type of electronic voting machine that allows the user to vote by selecting the candidates name using a touchscreen.	<input type="checkbox"/>
Drone	An unmanned aerial vehicle often used by the military for surveillance operations.	<input type="checkbox"/>
e-Passport	Passport with a microchip containing biometric features, and RFID technology to transmit these to immigration control.	<input type="checkbox"/>
e-Petition	An online petition that can be signed by people supporting a cause.	<input type="checkbox"/>

Electronic voting	Any use of IT to count or cast votes in an election.	<input type="checkbox"/>
False negative	When a system incorrectly rejects an action instead of accepting it.	<input type="checkbox"/>
False positive	When a system incorrectly accepts an action instead of rejecting it.	<input type="checkbox"/>
Filter	Software which blocks some Internet content, based on a series of rules or lists of content.	<input type="checkbox"/>
Firewall	Software or hardware used to control data entering and leaving a network.	<input type="checkbox"/>
Future warrior	Information technology designed to improve a soldier's understanding of the battlefield around him.	<input type="checkbox"/>
GPS	System of satellites that allows a user to determine their position on Earth using a special receiver.	<input type="checkbox"/>
Internet voting	Systems which allows users to vote over the Internet.	<input type="checkbox"/>
Internet Watch Foundation	Organisation that works with British ISPs to block access to illegal content on the Internet.	<input type="checkbox"/>
IP address	Unique address assigned to every computer on a network.	<input type="checkbox"/>
IWF	Organisation that works with British ISPs to block access to illegal content on the Internet.	<input type="checkbox"/>
Keyword filter	Filter that blocks web pages containing specified key words.	<input type="checkbox"/>
Micro-payments	Online donations collected in small amounts, but which add up when contributed by thousands of users.	<input type="checkbox"/>
Mission creep	When the use of an IT system extends beyond its original purpose.	<input type="checkbox"/>
Mixed reality	Combination of virtual reality and real life training.	<input type="checkbox"/>
Online voting	Casting votes over the Internet.	<input type="checkbox"/>
Open government	Use of IT to publish data about government operations, improving transparency.	<input type="checkbox"/>
Optical scanning electronic voting system	Voting machines which count paper ballots cast by voters.	<input type="checkbox"/>
PNDRE	Voting machines where users cast votes over a network like the Internet.	<input type="checkbox"/>
Precision guided weapons	Weapons that use IT to improve their accuracy or effectiveness.	<input type="checkbox"/>
Public Network Direct Recording Electronic	Voting machines where users cast votes over a network like the Internet.	<input type="checkbox"/>
RFID	System of tags which contain data that can be read from a distance using radio waves.	<input type="checkbox"/>
Simulation	Based on computer models, gives users experience of events such as flying a plane.	<input type="checkbox"/>
Smart weapons	Weapons that use IT to improve their accuracy or effectiveness.	<input type="checkbox"/>
Software verification	The use of experts to examine the source code of a program to check that it works correctly.	<input type="checkbox"/>

16-IT Systems in Organizations

16-1 Development Personnel



Information system (IS) managers	Person responsible for all IT purchases, deployments, and systems within an organisation.	<input type="checkbox"/>
Analyst	In project development, person who documents the current system, finding its problems and areas for improvement	<input type="checkbox"/>
Database administrator	The person in an organisation who is responsible for setting up, maintaining, and monitoring the organisation's database(s).	<input type="checkbox"/>
Development manager	In project development, person who oversees programmers as they create the system specified in the design.	<input type="checkbox"/>
Network manager	The person responsible for the installation, configuration, and monitoring of an organisation's network.	<input type="checkbox"/>
Programmer	A person who writes computer programs by following a design document.	<input type="checkbox"/>
Support staff	Staff who train users and help them with problems as they occur	<input type="checkbox"/>

16-2 Analysis Stage



Business case	Analysis of the benefits and problems of a proposed IT project.	<input type="checkbox"/>
Client	Person or organisation who commissions an IT project.	<input type="checkbox"/>
Constraints	Limitations within which an IT system must work.	<input type="checkbox"/>
CP	Longest (slowest) path through a project's development, as determined by using a PERT chart.	<input type="checkbox"/>
Critical Path	Longest (slowest) path through a project's development, as determined by using a PERT chart.	<input type="checkbox"/>
Data collection	Used to find information about an existing system during the development of a new system.	<input type="checkbox"/>
End-user	Person who will use an IT project one it is finished.	<input type="checkbox"/>
Feasibility study	Examination of a proposed system to see if its creation is possible.	<input type="checkbox"/>
Functional requirements	Specific features and functions that a proposed IT system must have.	<input type="checkbox"/>
Gantt chart	Used to chart the stages of a planned IT project and the people responsible for each stage.	<input type="checkbox"/>
Milestones	Key points during project development, such as the completion of a stage.	<input type="checkbox"/>
Non-functional requirements	Conditions that a proposed IT system must meet, such as working on certain hardware or giving results within a certain time.	<input type="checkbox"/>
Organisational IT policies	Policies governing the appropriate use of IT, data integrity, security procedures, and other aspects of IT use with an organisation.	<input type="checkbox"/>

PERT chart	Charting system to show the inter-dependencies in projects.	<input type="checkbox"/>
Project goals	Clear statement of the intentions of a proposed IT project.	<input type="checkbox"/>
Project management methodology	Systems and techniques designed to encourage successful projects and avoid project failure.	<input type="checkbox"/>
Project management software	Software to help plan, manage, and guide the process of IT project development.	<input type="checkbox"/>
Project manager	Person with overall responsibility for an IT project.	<input type="checkbox"/>
Project plan	Clear definition of the goals, scope, and schedule of a proposed IT project.	<input type="checkbox"/>
Requirements specification	Clear list of the functional and non-functional requirements for a proposed IT project.	<input type="checkbox"/>
Scope	Clear definition of the boundaries of an IT project.	<input type="checkbox"/>
SWOT	Analysis method sometimes used when creating a business case.	<input type="checkbox"/>
Technical documentation	Documentation intended for programmers and developers of an IT system.	<input type="checkbox"/>
User documentation	Documentation intended for users of an IT system, helping them understand and use it.	<input type="checkbox"/>

16-3 Design Stage



Attributes	Component of an Entity Relationship Diagram.	<input type="checkbox"/>
Cardinality	Property of a relationship in an Entity Relationship Diagram.	<input type="checkbox"/>
Data Flow Diagram	Shows processes in a system and the flows of data between them.	<input type="checkbox"/>
Data structure	The way the data within an IT system is organised and related.	<input type="checkbox"/>
DFD	Shows processes in a system and the flows of data between them.	<input type="checkbox"/>
Entities	Component of an Entity Relationship Diagram.	<input type="checkbox"/>
Entity relationship diagram	Shows the items of data stored in a system and the relationships between them.	<input type="checkbox"/>
ERD	Shows the items of data stored in a system and the relationships between them.	<input type="checkbox"/>
Outputs	During analysis, a list of the results that a system must produce.	<input type="checkbox"/>
Processes	During analysis, a list of the procedures a system must implement.	<input type="checkbox"/>
Prototype interface	Early version of a user interface to get feedback about its effectiveness.	<input type="checkbox"/>

Relationships	The links between separate items of data.	<input type="checkbox"/>
System context diagram	High level DFD of a system.	<input type="checkbox"/>
User interface	The part of a system that allows a user to interact with it.	<input type="checkbox"/>

16-4 Implementation Stage



Alpha testing	Initial testing of an IT system.	<input type="checkbox"/>
Bugs	Errors in a computer program or system, hopefully found during testing.	<input type="checkbox"/>
Capability Maturity Model Integration	Quality assurance method that describes an organisation's level of maturity.	<input type="checkbox"/>
CMMI	Quality assurance method that describes an organisation's level of maturity.	<input type="checkbox"/>
Frequently Asked Questions	A list of common problems that users experience, and their answers.	<input type="checkbox"/>
Implementation	Stage in the SDLC where the system is created (programmed).	<input type="checkbox"/>
Load testing	Testing of an IT system with the amount of work it can be expected to process in real world conditions.	<input type="checkbox"/>
Online lessons	A form of training delivered online.	<input type="checkbox"/>
Prototypes	An early version of a project, designed to get feedback from the client and users.	<input type="checkbox"/>
Quality assurance methods	In project development, used to ensure the whole development team are following standardised best practices.	<input type="checkbox"/>
Quality control processes	Processes to ensure code produced by programmers followed accepted best practices.	<input type="checkbox"/>
Software testers	People who perform alpha, beta, and acceptance testing.	<input type="checkbox"/>
Test plan	List of all tests and test data that should be tried with a system.	<input type="checkbox"/>
Training	Ensuring that users will be able to work with a new IT system.	<input type="checkbox"/>
Tutorial	A document which explains how to perform key tasks, step by step.	<input type="checkbox"/>
User manual	A document which explains to users how to use a computer system.	<input type="checkbox"/>

16-5 Testing Stage



Beta tester	Person who attempts to find bugs in software before it is released to customers.	<input type="checkbox"/>
Beta testing	Testing of an IT system once all features have been added and only bugs need to be worked out.	<input type="checkbox"/>
Bug tracking system	Used to track and manage bugs in a piece of software.	<input type="checkbox"/>
Handover	Point at which the developers of a system formally pass it to the client.	<input type="checkbox"/>
User acceptance testing	Tests performed by a client before formally accepting an IT system from the developers.	<input type="checkbox"/>

16-6 Installation Stage



Changeover	Moving from an old system to a new IT system.	<input type="checkbox"/>
Delivery	Installing a new IT system at the client's premises.	<input type="checkbox"/>
Deployment	Stage in the SDLC where the system is deployed at the client's site.	<input type="checkbox"/>
Direct changeover	Immediate removal of an old system and complete replacement with a new IT system.	<input type="checkbox"/>
Installation	Installing a new IT system at the client's premises.	<input type="checkbox"/>
Parallel running	Running the old system and the new system side by side.	<input type="checkbox"/>
Phased changeover	One part of an organisation switches to a new IT system to test it, while others remain using the old system.	<input type="checkbox"/>

16-7 Maintenance Stage



Adaptive maintenance	Maintenance that changes software to make it work with a new software environment.	<input type="checkbox"/>
Corrective maintenance	Maintenance that fixes bugs in software.	<input type="checkbox"/>
Incident escalation	Moving a problem with an IT project to a higher level if it cannot be solved.	<input type="checkbox"/>
Incident management system	Used to keep track of problems and difficulties encountered in an IT system.	<input type="checkbox"/>
Incident tracking system	Used to keep track of problems and difficulties encountered in an IT system.	<input type="checkbox"/>
Internal support	Support for an IT system provided within an organisation.	<input type="checkbox"/>
Maintenance	Alterations made to a system after it has been formally handed over.	<input type="checkbox"/>

Perfective maintenance	Maintenance that changes software to incorporate new user requirements (or changed requirements).	<input type="checkbox"/>
Phase out	Gradually removing an old IT system from use.	<input type="checkbox"/>
Preventative maintenance	Maintenance that changes software to avoid possible future problems.	<input type="checkbox"/>
Regression testing	Testing to ensuring changes to an IT system did not break any previously working functionality.	<input type="checkbox"/>
Support	Staff who help users with problems they encounter while using an IT system.	<input type="checkbox"/>

16-8 Development Approach & Methodologies



Acceptance testing	Testing performed by the client and users as part of the handover process.	<input type="checkbox"/>
Agile development	Development method that focuses on creating small, working parts of a project at regular intervals.	<input type="checkbox"/>
PMBok	Project Management Body of Knowledge. A project management methodology.	<input type="checkbox"/>
PRINCE2	PRojects IN Controlled Environments 2. A project management methodology.	<input type="checkbox"/>
Procurement	The act of acquiring the necessary items (software, hardware, staff) to develop an IT system.	<input type="checkbox"/>
Project initiation document	Document used in PRINCE2 to describe the key features of an IT project.	<input type="checkbox"/>
SSADM	Structured Systems Analysis and Design Method. A project management methodology.	<input type="checkbox"/>
User acceptance testing	Testing performed by the client and users as part of the handover process.	<input type="checkbox"/>
Waterfall development	Development method that focuses on completing each stage of the SDLC for the entire project before moving onto the next.	<input type="checkbox"/>

16-9 Miscellaneous



Custom / bespoke software	Software created specific for an individual or organisation.	<input type="checkbox"/>
Emulator	A computer program which simulates another type of computer, so that it can run programs designed for it.	<input type="checkbox"/>
IDE	Set of programs used by system developers to create IT systems.	<input type="checkbox"/>
Integrated Development Environment	Set of programs used by system developers to create IT systems.	<input type="checkbox"/>
Legacy system	An old, out of date IT system which is still used because it is essential to an organisation.	<input type="checkbox"/>

17-AI & Robotics

17-1 Artificial Intelligence



AI	Creating a system that produces results comparable to human intelligence.	<input type="checkbox"/>
Artificial Intelligence	Creating a system that produces results comparable to human intelligence.	<input type="checkbox"/>
Artificial Neural Network	AI system that attempts to mimic the neurons and synapses in the human brain.	<input type="checkbox"/>
Boolean logic	Logic in which clauses can have one of two states – such as yes or no, true or false.	<input type="checkbox"/>
Brute force searching	AI technique that considers all possible solutions, looking for the best.	<input type="checkbox"/>
CAPTCHA	System designed to create text that is unreadable to a computer but understandable to a person, to reduce spam.	<input type="checkbox"/>
Chaining	Use of logical statements to come to a conclusion.	<input type="checkbox"/>
Chinese Room, the	Thought experiment dealing with the idea of knowledge.	<input type="checkbox"/>
Computational intelligence	Approach that tries to create systems that think and learn in the same way humans do.	<input type="checkbox"/>
Confidence interval	Level of certainty in an answer a pattern recognition system provides.	<input type="checkbox"/>
Expert system shell	Software used to create expert systems.	<input type="checkbox"/>
Expert systems	Software designed to make the same decisions that a human expert would, in a given knowledge domain.	<input type="checkbox"/>
Feedback loop	Use of previous answers (right or wrong) to improve the decision making process next time.	<input type="checkbox"/>
Fuzzy logic	Logic in which items can have multiple values. Used in AI.	<input type="checkbox"/>
Fuzzy set theory	System in which items can be partial or complete members of a set. Used in AI.	<input type="checkbox"/>
Hand writing recognition	System to recognise human writing and convert it to text.	<input type="checkbox"/>
Heuristics	General rules for performing a task, used to improve the perform of searching algorithms in AI applications.	<input type="checkbox"/>
IF-THEN rule	Rule used by the inference engine in an expert system to describe the relationship between key concepts.	<input type="checkbox"/>
Inference engine	Part of an expert system which attempts to relate the users input with knowledge stored in the knowledge base.	<input type="checkbox"/>
Inference rule	Rule used by the inference engine in an expert system to describe the relationship between key concepts.	<input type="checkbox"/>
Knowledge base	Area of an expert system where all facts about the knowledge domain are stored.	<input type="checkbox"/>
Knowledge domain	Area of knowledge in which an expert system specialises.	<input type="checkbox"/>
Knowledge engineer	Programmer responsible for entering expert knowledge into an expert system.	<input type="checkbox"/>
Knowledge representation	Different techniques for representing concepts and their relationships inside a computer system.	<input type="checkbox"/>

Logic	Rule used by the inference engine in an expert system to describe the relationship between key concepts.	<input type="checkbox"/>
Machine learning	Technique for making a computer produce better results by learning from past experiences.	<input type="checkbox"/>
Machine translation	Technique for automatically translating one human language into another.	<input type="checkbox"/>
Natural language processing	Techniques for processing human languages to enable a computer to understand their meaning.	<input type="checkbox"/>
Neural networks	AI technique that tries to simulate the human brain, using neurons and synapses.	<input type="checkbox"/>
Pattern recognition	Computational Intelligence technique where computers are trained on examples and learn to recognise similarities between them.	<input type="checkbox"/>
Searching	AI technique that considers all possible solutions, looking for the best.	<input type="checkbox"/>
Set theory	Mathematical theory used in some AI techniques.	<input type="checkbox"/>
Speech recognition	Computer system that can process spoken language and understand its meaning.	<input type="checkbox"/>
Training data	Example data used in a pattern recognition system.	<input type="checkbox"/>
Turing test	Proposed test to see if a computer is intelligent or not.	<input type="checkbox"/>
User interface	Part of an expert system that accepts users inputs and presents answers.	<input type="checkbox"/>

17-2 Robotics



Android	Robot designed to look like a human, with lifelike skin and other features.	<input type="checkbox"/>
Autonomous	Robot which operates without human intervention.	<input type="checkbox"/>
Camera	Common input device in robotics.	<input type="checkbox"/>
Clamps	Common output device in robotics.	<input type="checkbox"/>
Claws	Common output device in robotics.	<input type="checkbox"/>
Computer vision	Techniques to let computers and robots see and understand the world around them.	<input type="checkbox"/>
Heat sensor	Common input device in robotics.	<input type="checkbox"/>
Humanoid	Robot designed generally like a human – bipedal, upright, and arms, and a head.	<input type="checkbox"/>
Humidity sensor	Common input device in robotics.	<input type="checkbox"/>
Infrared sensor	Common input device in robotics.	<input type="checkbox"/>
Lasers	Common input device in robotics.	<input type="checkbox"/>

Light sensor	Common input device in robotics.	<input type="checkbox"/>
Lights	Common output device in robotics.	<input type="checkbox"/>
Magnetism sensor	Common input device in robotics.	<input type="checkbox"/>
Motors	Common output device in robotics.	<input type="checkbox"/>
pH sensor	Common input device in robotics.	<input type="checkbox"/>
Pressure sensor	Common input device in robotics.	<input type="checkbox"/>
Proximity sensor	Common input device in robotics.	<input type="checkbox"/>
Radar	Common input device in robotics.	<input type="checkbox"/>
Relays	Common output device in robotics.	<input type="checkbox"/>
Robot	Computerised device that performs manual or physical tasks, either autonomously or under remote control.	<input type="checkbox"/>
Robotic arm	Common output device in robotics.	<input type="checkbox"/>
Robotic fingers	Common output device in robotics.	<input type="checkbox"/>
Sensors	Input devices used to measure physical traits, such as sound, heat, or light.	<input type="checkbox"/>
Sirens	Common output device in robotics.	<input type="checkbox"/>
Sound sensor	Common input device in robotics.	<input type="checkbox"/>
Speakers	Common output device in robotics.	<input type="checkbox"/>
Tracks	Common output device in robotics.	<input type="checkbox"/>
Wheels	Common output device in robotics.	<input type="checkbox"/>

Notes

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18-ITGS (Intro)

18-1 Core

Application areas		<input type="checkbox"/>
Ethical issues		<input type="checkbox"/>
Ethics		<input type="checkbox"/>
Information technology		<input type="checkbox"/>
Social and ethical considerations		<input type="checkbox"/>
Social impacts		<input type="checkbox"/>
Stakeholders		<input type="checkbox"/>

18-2 Strand 1

Anonymity		<input type="checkbox"/>
Authenticity		<input type="checkbox"/>
Compatibility		<input type="checkbox"/>
Cultural diversity		<input type="checkbox"/>
Cultural impact		<input type="checkbox"/>
Digital citizenship		<input type="checkbox"/>
Economic impact		<input type="checkbox"/>
Environmental impact		<input type="checkbox"/>
Equality of access		<input type="checkbox"/>
Ergonomic impact		<input type="checkbox"/>
Globalization		<input type="checkbox"/>
Health impact		<input type="checkbox"/>
Integrity		<input type="checkbox"/>
Intellectual property		<input type="checkbox"/>
Legal impact		<input type="checkbox"/>
Policies		<input type="checkbox"/>

Political impact		<input type="checkbox"/>
Privacy		<input type="checkbox"/>
Protocols		<input type="checkbox"/>
Psychological impact		<input type="checkbox"/>
Reliability		<input type="checkbox"/>
Security		<input type="checkbox"/>
Standards		<input type="checkbox"/>
Surveillance		<input type="checkbox"/>
The digital divide		<input type="checkbox"/>
Unauthorised access		<input type="checkbox"/>
Anonymity		<input type="checkbox"/>
Authenticity		<input type="checkbox"/>

18-3 Strand 2



Business and employment		<input type="checkbox"/>
Education and training		<input type="checkbox"/>
Environment		<input type="checkbox"/>
Health		<input type="checkbox"/>
Home and leisure		<input type="checkbox"/>
Politics and Government		<input type="checkbox"/>

18-4 Strand 3



Input		<input type="checkbox"/>
Networking		<input type="checkbox"/>
Output		<input type="checkbox"/>
Processing		<input type="checkbox"/>
Storage		<input type="checkbox"/>

