

2. Application Software



Task 1 – Introduction

Copy

Although system software has the vital job of controlling and managing the computer, it is the application software that lets you carry out the tasks for which the system was purchased.

Task 2 – Types of Application Software

For each type of software, copy the correct description along with two examples:

e.g. **Word processors**

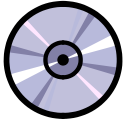
Enable you to write, edit and print letters, articles and reports.

Example software: MS Word. Word Perfect.

Application Software	Example Applications	
<ol style="list-style-type: none"> 1. Word processors 2. Spreadsheets 3. Databases 4. Desktop publishing programs 5. Presentation applications 6. Web design applications 7. Graphics programs 8. Multimedia display programs 9. Web browsing applications 10. Communications software 	<ul style="list-style-type: none"> • Internet Explorer • Real Player • Adobe PageMaker • Firefox • Word Perfect • MySQL • CorelDraw • MS Publisher • MS Excel • Macromedia Director 	<ul style="list-style-type: none"> • MS Outlook Express • Windows Media Player • Lotus 123 • MS PowerPoint • MS Messenger • MS Word • MS FrontPage • DreamWeaver • MS Access • Paint Shop Pro
<p>Descriptions</p> <ul style="list-style-type: none"> • Used to combine and control graphics and text in a single document • Used to perform calculations on rows and columns of data • Allow you to create pictures and edit photographs • Used to send messages and emails • Enable you to write, edit and print letters, articles and reports. • Used to design and edit pages of information for the internet • Allow you to view videos and animations with sound • Use to organise and search through collections of data • Used to view websites on the internet • Allow you to present information to an audience 		

Task 3 – Custom Software

Find out and describe how custom software is different from the normal software packages purchased in shops.



2. Application Software Answers



Task 2 – Types of Application Software

1. **Word processors**

Enable you to write, edit and print letters, articles and reports.
Example software: MS Word. Word Perfect.

2. **Spreadsheets**

Used to perform calculations on rows and columns of data.
Example software: MS Excel. Lotus 123.

3. **Databases**

Use to organise and search through collections of data.
Example software: MS Access. MySQL.

4. **Desktop publishing programs**

Used to combine and control graphics and text in a single document.
Example software: Adobe PageMaker. MS Publisher.

5. **Presentation applications**

Allow you to present information to an audience.
Example software: MS PowerPoint. Macromedia Director.

6. **Web design applications**

Used to design and edit pages of information for the internet.
Example software: DreamWeaver. MS Expression Web.

7. **Graphics programs**

Allow you to create pictures and edit photographs.
Example software: CorelDraw. Paint Shop Pro.

8. **Multimedia display programs**

Allow you to view videos and animations with sound.
Example software: Windows Media Player. Real Player.

9. **Web browsing applications**

Used to view websites on the internet.
Example software: Internet Explorer. Firefox.

10. **Communications software**

Used to send messages and emails
Example software: MS Outlook Express. MS Messenger.

Task 3 – Custom Software

Custom software is made especially for a specific business. The software producers often have a developed product, which is adapted to fit the exact requirements of the customer.