

Software and Programs Explain



What is Software?

Software is information recorded onto a medium. When you watch a film on DVD you are actually watching a form of software stored on a digital medium. Your DVD player is a hardware device which is capable of reading the software, which in this case would be the film.

Your computer also has a hardware device which reads software

What are Programmes?

Most of the software on your computer are programs. A program is a set of instructions telling the computer what to do, and how to behave.

Just like there are thousands of films for your DVD player there are thousands of programs (software) for your computer.



When you purchase your computer, you don't automatically get every program, you usually get some programs like an 'operating system' (OS), and these will be pre-installed.

Buying Software.

You can purchase specific software programs to perform specific tasks. For example you might use a graphic program to touch up your photos or you may use a word processing programs like 'Microsoft Word' to write text. Just as there are many different brands of coffee there are many different types of word processing and graphics programs.

Some of the many different types of programs are:



Graphic

- Adobe Photoshop
- Adode Illustrator
- Corel Draw
- Macromedia Freehand

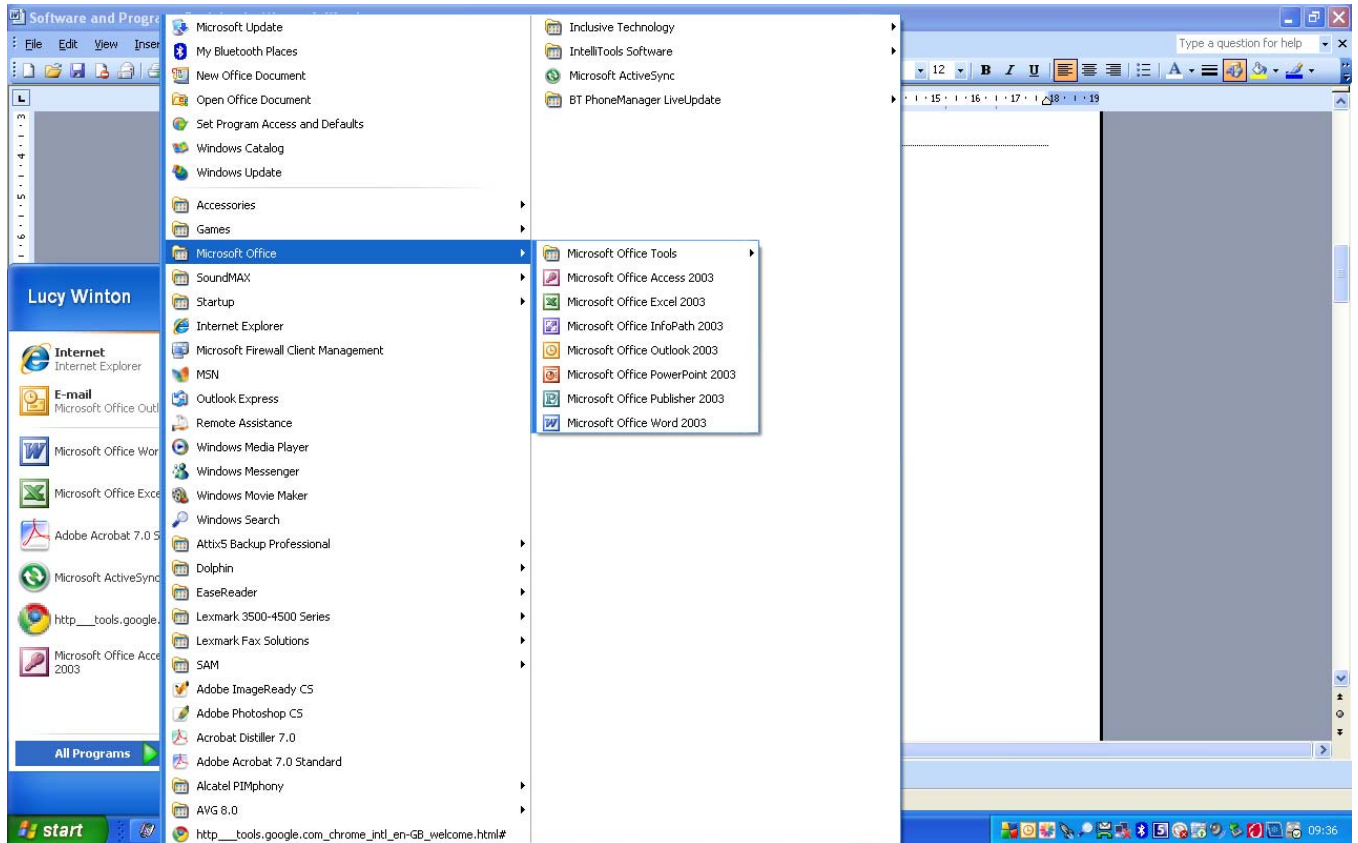
Web Browsers

- Internet Explorer
- MSN Explore
- Fire Fox
- Netscape

When you purchase a program it will be stored on a CD. You may not have received any CD's when you first had your computer that is because all your programs will come pre-installed on your computers hard disk.

What programs do you have?

If you are wondering which programs you have on your computer you can check by clicking on 'Start' and then 'All Programs'



The first column (left) is a list of the mostly recently used but this doesn't represent all the programs installed on your machine. The second column (right side) is a list of all programs on your machine.

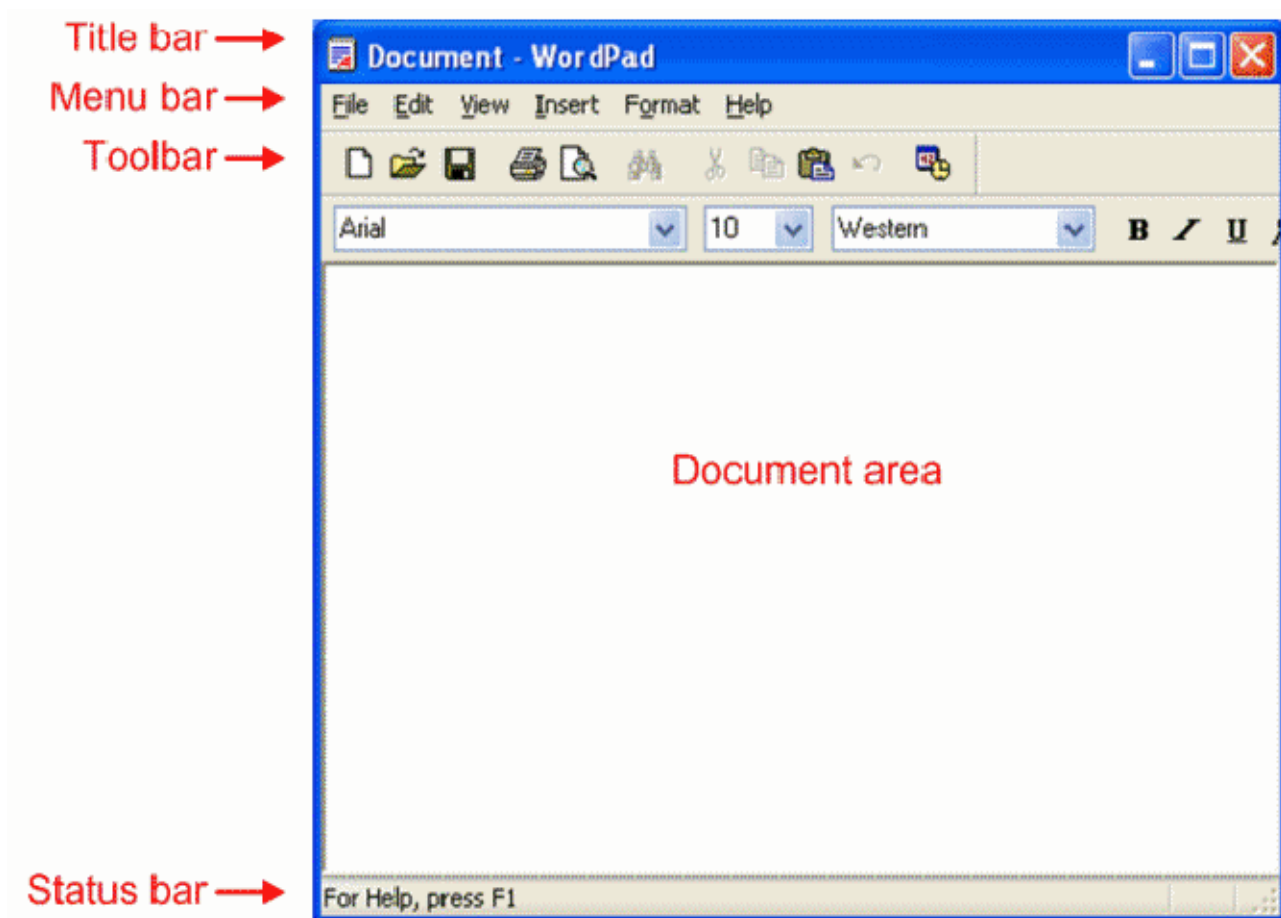
What is a Program Group?

Program Groups and programs held in folders. It's easy to tell the difference between a single program and a program group. The program group will have a right pointing arrow (▶) to the right of the name. When you click or point to the program group a submenu will appear showing the programs within the group.

Running Programs

When you click on the program icon, on the desktop or in the 'All Programs' menu it will open which means the program appears on the screen ready to use.

No two programs are exactly alike but programs do have similar elements. Across the top of the program window will be the title bar, this usually shows the name of the program.



Below this maybe the menu bar, this will give you access to tools and features of the program you will be using. Some programs have toolbars under their menu bar, this provides quick one click access to frequently used commands.

What software is available?

If you would like to know what programmes are available for your computer, just visit any large computer store or look online. Here are a few website addresses you could try.

www.pcworld.co.uk*

<http://www.staples.co.uk>*

www.misco.co.uk*

www.microwarehouse.co.uk*

www.edream.co.uk*

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