

Get on the right track

# Computer Applications

## Lesson 1



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## Session Objectives

By the end of this session, you will be able to:

- Understand basic computer terms
- Practice safe computing
- Peer inside the world wide web
- Learn how to *google* effectively
- Dabble in Web 2.0

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## Basic computer terms


\* Nuts & bolts

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## Basic hardware terms

- Processor
- Memory
- Graphics
- Display
- Storage
  - Hard drive (DASD)
  - CD/RW
  - DVD-R
  - Memory cards



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## What is an Operating System?

The software component of a computer system that is responsible for the management and coordination of activities and the sharing of the resources of the computer.



Officer Joe Diagrama needed  
Kennedini Traffic Control School

## Mac or PC?



\* Or Linux

## Awake or Asleep?

- Shutdown
- Suspend
- Hibernate

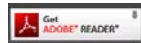
## LAB 2: Folders and files



- Create folder on desktop: "RS100A Class"
- Find these files ... and send them to the desktop
  - Net Meeting (Conf)
  - disk cleanup (cleanmgr)
  - disk defrag (no hint)
- Put it in folder you just created
- Search using "Wild cards"
  - Find a pic
  - Find a doc
  - Find a presentation
  - Find a worksheet
  - Find a movie
  - Find a song
- **Beware** executables

## Another very useful file type ...

- Portable Document Format



## Practice safe computing

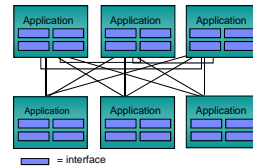
## Practice Safe Computing

- Set up
  - Firewall
  - Wireless router
- Run System Restore
- Run Antivirus
- Use Ad blocking
- Run disk cleanup weekly
- Run disk defrag weekly
- Avoid
  - Shock
  - magnets
- Control your tray
- Avoid trivial passwords
- Beware the Trojan Horse (executable .exe)
- Create honey pot email
- Read Urban Legends\* before you forward a note
- Validate links before you click them
- Create Rules
- Block addresses @...

## Inside the world wide web

## The "old days" of legacy apps

- Monolithic
- Data tightly coupled to apps
- Point-to-point connections between the interfaces



\* Functional Silos

# Inflexible

## But not without a certain *je ne sais quoi*\*

- predictable development cycles
- predictable workloads

\* I don't know what



## Today

- The business is viewed as a series of linked services
- Applications are **loosely coupled** through **standard interfaces**

The web is *not* a **product**



The web is an **architecture**

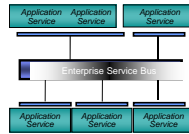


All architectures have **rules**



# The Web imposes two constraints

1. Ubiquitous **interface**
2. Common **Schema\*** to pass messages



\* descriptive. extensible.

# You can do amazing things with these two simple **rules**



www.projectEZ.com [Advanced Search](#)  
[Preferences](#)  
[Language Tools](#)

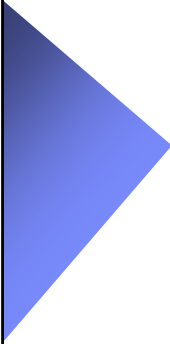
## WIKIPEDIA

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search - suche - recherche - szukaj - ricerca - zoeken - busca - buscar - nouk  
 sök - 검색 - sek - haku - cerca - noux - suk - ara - căutare - hledání - keresés - sercu - hľadaf

English


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# Welcome to the world wide web 2.0

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Web 2.0

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## Web 2.0\*

- Web-based communities and its hosted services
- The web as a platform
- Google maps
- Mashups
- Social networking sites
- Video sharing sites
- Wikis
- Blogs
- RSS
- Folksonomies, Tags, Clouds

\*Are you using its full potential?

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## Lab 2: Web 2.0

- Create a honeypot email account
- Set up accounts with the following services
  - Delicious
  - Digg
  - Stumble Upon
  - Linked in
  - Slideshare
  - Poll daddy
  - Google blogger
  - Many eyes (ibm alpha works)
- Install an RSS reader like WIZZ and create at least three "feeds"
- Bookmark
  - wikipedia
  - Snopes.com
  - projectEZ.com

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## Homework

Plan for 4 hours of homework per week

- Add a Comment to the blog entry at <http://projectez.com/blog/>
- You can purchase Adobe Creative Suite and MS Office suite, however, you can complete this course using the computers in this lab. A home computer is NOT a prereq.
- Purchase a USB memory stick from anywhere
- Study for the exam next week to include:
  - Hardware components
  - File Types
  - CD and DVD capacity
  - Terms from text book assignment
  - Wild card search characters \* and ?
  - Security safe practice
  - Two constraints or rules for the web
- Meet **John** on slideshare

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## Pass it on!

Three things to remember and why they are important to share

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Why should I remember these?

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

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## Review of Objectives


Now that you've completed this session, you are able to:

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## Stay in touch with John\*



- Visit his website for more useful tips [www.projectEZ.com](http://www.projectEZ.com)
- Learn the Secrets of Project Management [http://www.projectez.com/Reading\\_Railroad.html](http://www.projectez.com/Reading_Railroad.html)
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\* Do it. Do it now.

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