***Information and Communication Technologies***

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28

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# *Content table*

## *Introduction to TIC*

## *Using TIC in real life*

## *Google Services :*

* *Search and Information*
* *Communication and Collaboration*
* *Productivity and Organization:*
* *Web Browsing:*
* *Operating System*
* *Maps and Navigation*
* *Video Sharin*

## *Microsoft Tools :*

* *Microsoft Office Suite*
* *Azure Cloud Services*

## ***Git and GitHub :***

* *Version Control with Git*
* *GitHub as a Collaboration Platform*
* *Importance in Software Development*

1. ***CONCLUSION***

# *Introduction to TIC :*

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### Definition of TIC :

To define Information and Communication Technologies (ICT) we are supposed to define the following three components:

information, communication and technology.

1\  ***Information*** : The information has two meanings:

* **From a technical point of view:**

information is a sign, a symbol, an element that can be transmitted and stored

* **Information in the sense of intelligence:**

data which provides knowledge, information about an object or event.

***2\ Communication :***

Communication is how information flows. It is carried out through a network which includes at least a transmitter, a transmission channel and a recipient (the receiver).

c. Technology: Technology is the application of a design technique to the

realization of a product.

***3\ Information and communication technologies (TIC):***

Information and communication technologies (TIC) bring together all

techniques that contribute to digitizing and digitizing information, processing it,

storing it and make it available to one or more users.

# *Using TIC in real life :*

* ***In Education :***
* Online resources and multimedia presentations can help students understand complex topic
* Collaboration tools can facilitate group work and peer feedback.
* Digital feedback and assessment tools can help teachers track student progress and provide personalized feedback.
* ***In Business :***
* TIC can be used to increase productivity, reduce costs, and enhance customer engagement. Businesses can use technology to manage tasks, streamline workflows, and collect data to improve decision making.
* Cloud-based storage and collaboration tools can improve communication and efficiency within teams.
* Automated processes can help free up time and reduce the risk of human error.
* Personalized customer experiences can drive sales and promote customer loyalty.
* ***In Everyday Life :***
* Communication tools such as email, messaging, and social media can help you stay connected with friends and family, even if they are far away.
* Online shopping and home delivery services can help you save time and avoid the hassle of going out to shop.
* Smart home devices can help you automate tasks such as turning on lights, adjusting the temperature, and ordering groceries.

***The Advantages of TIC :***

1. Increased Efficiency : TIC allows you to work more quickly and efficiently, helping you get more done in less time.
2. Enhanced Communication : TIC gives you the tools to communicate and collaborate with colleagues, friends, and family, no matter where you are in the world.
3. Better Decision Making : TIC provides tools to help organize, analyze, and visualize data, making decision making more informed and efficient
4. Improved Security : TIC offers features that help to secure your data and protect your privacy, providing peace of mind and reducing the risk of data loss.

# ***Google Services :***



Google’s suite of services plays a crucial role in the TIC landscape. This section delves into the various services offered by Google, their integration, and collaborative features.

***1. Search and Information:***

* Google Search

1. ***Communication and Collaboration:***

* Gmail
* Google Calendar
* Google Hangouts/Meet
* Google Drive
* Google Docs, Sheets, Slides

***3. Productivity and Organization:***

* Google Keep
* Google Tasks

*4.* ***Web Browsing:***

* Google Chrome

***5. Operating System:***

* Android

***6. Maps and Navigation:***

* Google Maps

***7. Video Sharing:***

* YouTube



## ***Microsoft Tools :***

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### *Microsoft Office Suite :*

Microsoft Office Suite remains a cornerstone for productivity. Word, Excel,

PowerPoint, and Outlook offer collaborative features and AI-driven

enhancements for diverse tasks.

1. **Word :** Microsoft Word is a versatile word processing application that enables users to create, edit, and format documents. It is widely used for drafting letters, reports, essays, and various types of written content. With features like spell check, formatting tools, and collaboration capabilities, Word streamlines the document creation process. Its user-friendly interface makes it accessible to individuals with varying levels of expertise .
2. **Exel** : Excel is a powerful spreadsheet software designed for data management and analysis. It provides a grid interface where users can organize data into rows and columns, perform calculations, and create charts.
3. **PowerPoint** : PowerPoint is a dynamic presentation application that allows users to create engaging slideshows. It is widely utilized for business presentations, academic lectures, and interactive storytelling.

### *Azure Cloud Services :*

* **Cloud Infrastructure :**

Infrastructure : Azur’s core services like Virtual Machines and Storage provide a scalable and flexible cloud infrastructure.

* **Data and Analytics:**

Azure’s data management services and AI capabilities in SQL Database and

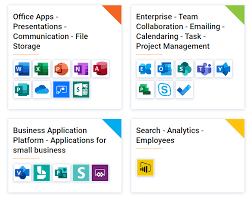
Synapse Analytics empower data-driven decision-making.

* **Collaboration Platforms:**

Microsoft Teams serves as a central hub for communication, while SharePoint

enhances document management and collaboration. Integration with

development tools creates a cohesive ecosystem.



# *Git and GitHub :*

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1. ***Version Control with Git :***

* **Fundamentals  :**

Git basics, including repositories and branches, underpin efficient version

control.

* **Distributed Version Control :**

Git&#39;s decentralized model supports offline work and independent contributions,

fostering collaboration.

1. ***GitHub as a Collaboration Platform :***

* **Repository Management :**

GitHub’s repository features, like issues and pull requests, organize projects

and facilitate communication.

* **CI/CD Integration :**

GitHub Actions and CI/CD integrations automate testing and deployment,

enhancing the development pipeline.

1. ***Importance in Software Development:***

* **Collaboration in Software Projects :**

Git and GitHub seamlessly enable collaboration in software development, even across distributed teams.

* **Open Source Contributions :**

GitHub’s role in open-source projects fosters a global community, exemplified by successful open-source initiatives.

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| 1. It is a software | 1. It is a service |
| 1. It is installed locally on the system | 2..It is hosted on Web |
| 1. It is a command line tool | 3.It provides a graphical interface |
| 1. It is a tool to manage different versions of edits,made to files in a git respository | 4.It is a space to upload a copy of the Git repository |
| 1. It provides functionalities like version control system source code management | 5.It provides functionaliteis of Git like VCS source code managment as well as adding few of its own features |

# *Conclusion :*

In conclusion, the successful integration of TIC and related technologies offers

significant transformational potential. However, this requires an ongoing

commitment to training, safety, and judicious change management. Benefits,

such as improved efficiency, faster decision-making, and improved

collaboration, make ICT a strategic investment for modern organizations.

