**Exercise 1: Use of Application Software**

* The types of application software are word processing software, web browsers, multimedia software, spreadsheet software, graphics software.
* Word processing software provides for input, editing, formatting, and output of text, often with some additional features.
* Web browsers lets people access the World Wide Web.
* Multimedia software creates computer animation, audio, video and graphic image files for multimedia applications
* Spreadsheet software creates budgets, produce graphs and charts, and for storing and sorting data.
* Graphics software create, edit, compose, and render images and illustrations.
* No, I haven’t used bespoke application software and according to studying, it supports a client's business processes accurately and efficiently.

**Exercise 2: Application Software Brands**

|  |  |
| --- | --- |
| **TYPE OF APPLICATION SOFTWARE** | **BRAND NAMES** |
| **Accounting** | Oracle Netsuite, Zoho Books, Freshbooks |
| **CAD** | AutoCAD, SolidWorks,TinkerCAD |
| **CAE** | MSTLAB, Fusion 360 |
| **CAL** | EdApp, Tovuti, EduBrite |
| **Database** | MySQL, The Oracle, PostgreSQL |
| **Data Mining** | Integrate.io, rapid miner, Orange |
| **Decision Making** | Productboard, Airfocus,Loomio |
| **Desktop Publishing** | Canva, Adobe InDesign |
| **Email** | Miscrosoft Outlook, Mail ,Apple Mail |
| **Graphics** | Adobe Photoshop, Adobe Illustrator, CorelDRAW |
| **Presentation** | Miscrosoft Powerpoint, Prezi |
| **Project Management** | Monday.com, Kintone, Smartsheet |
| **Simulation** | AnyLogic, Simul8 |
| **Spreadsheet** | Google Sheets, Zoho Sheets |
| **Word Processing** | Miscrosoft Word, Google Doc |

**Exercise 3: Accounting Software**

List the features and functions that efficient accounting software programs usually provide.

**Zoho Books**

Features & Functions

* Customizable Invoice Templates. Online payments. Transaction approval.
* Recurring expenses. Vendor credits. Landed cost.
* Inventory tracking. Price lists. Inventory adjustment.
* Automated bank feeds. Transaction matching. Reconciliation.
* Schedule reports. Customise reports.
* Multiple project management. Timesheet.

**Exercise 4: Other Types of Application Software**

Research the following terms and provide brief explanations and examples for each one:

1. Business Intelligence Software

Business intelligence (BI) software are types of application software that collect and process large amounts of unstructured data from internal and external systems, including books, journals, documents, health records, images, files, email, video, and other business sources.eg.  **Microsoft Power BI, SAP Business Projects, Looker, Tableau, Qlik Sense**, and many others.

1. Digital Dashboards

A digital dashboard is a business intelligence tool that allows business leaders to track, analyze and report on KPIs and metrics. Modern, interactive dashboards make it easy to combine data from multiple sources and deeply explore and analyze the data directly within the dashboard itself. eg. **Marketing dashboard, Ecommerce dashboard, Sales dashboard, Finance dashboard, Company dashboard.**

1. Enterprise software (also known as EAS: Enterprise Application Software)

Enterprise software, also known as enterprise application software (EAS), is computer software used to satisfy the needs of an organization rather than individual users. Such organizations include businesses, schools, interest-based user groups, clubs, charities, and governments.