**Word formation: verbs**

Ex1

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| --- | --- |
| Alteration – alter | Interaction – interact |
| Analysis – analyze | Modification – modify |
| Assembly – assemble | Multiplication – multiply |
| Automation – automatize | Prevention – prevent |
| Communication – communicate | Process – process |
| Compilation - compile | Program – program |
| Emulation – emulate | Recovery – recover |
| Enhancement – enhance | Removal – remove |
| Fluctuation – fluctuate | Retrieval – retrieve |
| Generation – generate | Scan - scan |
| Installation – install | Storage – store |
| Instruction - instruct | Use - use |

Ex2

1. A chess player should be able to **analyze** all sorts of positions.
2. The files are **compiled** in order to produce the executable file.
3. Programmers should **prevent** unauthorized access to their databases.
4. A lot of data is **stored** and **processed** every day.
5. **Enhancing** the user experience is a demanding task.
6. People should avoid **installing** programs from dubious websites.
7. You can **recover** your password with your phone.
8. You can **scan** the data and **generate** HTML reports.

**Word association 3: mind maps**

1. Large form of letters as opposed to lower case -> **Caps**
2. Template that can be preformatted to generate automatically the style or layout of a document -> **style sheet**
3. Set of pre-drawn images that a user can incorporate into a presentation or graphic -> **Clip-art**
4. Set of characters all of the same style, size and typeface -> **layout**
5. Slight overlapping of certain printed character areas to prevent large spaces between them, giving a neater appearance -> **kerning**
6. Main section of text in a document -> **body**
7. Image whose individual pixels can be controlled by changing the value of its stored bit -> **bit-mapped graphics**
8. Ability to display or detect a very large number of pixels per unit area -> **hi-res**
9. Copy of an original picture or design -> **printing**
10. Title or name of a document or file -> **header**
11. Computer drawing system which uses line length and direction from an origin to plot lines -> **vector graphics**
12. Graphical representation of how a page will look when printed, with different type styles, margins and graphics correctly displayed -> **page preview**
13. Printed marks that show the edge of a page or image and allow it to be cut accurately -> **crop mark**
14. Very thin line -> **hairline rule**

**Verbs**

1. If you want to hold so much data you will have to **expand** the disk capacity.
2. Hitting Ctrl-S will **save** the program.
3. We will **simplify** the new data.
4. Each month, I **purge** the disk of all the old email messages.
5. You’ve just deleted the paragraph, but you can **undo** it from the option in the Edit menu.
6. You only have to **configure** the PC once – when you first buy it.
7. Don’t forget to **generate** the file before switching off.
8. It is possible to **recover** the data but it can take a long time.
9. We can **process** an image from digitally recorded data.
10. This software is able to **simulate** the action of an aircraft.
11. Function keys **halt** program operation.
12. The new package will **run** on my PC.
13. The system is easy to **install** and simple to use.
14. Now that I have cut this paragraph from the end of the document, I can **paste** it in here.
15. Do not forget to **disconnect** the cable before moving the printer.

**Verbs 2**

Ex1

1. Assign – to give a computer or someone a job of work
2. Broadcast – (g) to distribute information over a wide area or audience
3. Transfer – (i) to move data from one device or storage area to another
4. Emulate – (f) to copy or behave like something else
5. Highlight – (b) to make a part of a text stand out from the rest
6. Input – (k) to transfer data or information from outside a computer to its main memory
7. Launch – (d) to start or run a program
8. Monitor – (h) to look after and supervise a process to make sure it is operating correctly
9. Overwrite – (a) to write data to a location and, in doing so, to destroy any data already contained in that location
10. Relay – (l) to receive data or information from outside a computer to its main memory
11. Toggle – (c) to switch between two states
12. Service - (j) to check or repair or maintain a system

Ex2

1. All the network signals are **relayed** to the next office using this controller.
2. The data was **input** via a numeric keypad.
3. The ‘bold’ attribute can be **toggled** on or off by pressing this function key.
4. The files were **transferred** to the backup disk.
5. The disk drives were **monitored** yesterday and are working well.
6. He **broadcasts** the latest news over the WAN.
7. The machine **emulates** each signal as it is sent out.
8. Some laser printers are able to
9. The latest data input has **overwritten** the old information.
10. Two PCs have been **assigned** to outputting the labels.
11. The headings are **highlighted** in bold.
12. You **launch** the word processor by double clicking on this icon.