1. **THE DIGITAL WORLD & WORKING IN IT**

**VOCABULARY**

**COMPUTERS AND DEVICES**

apps – aplicaciones

data - datos

hardware - herramientas

keyboard - teclado

laptop -portátil

monitor - monitor

mouse - ratón

server - servidor

software - programa

system unit - unidad de sistema

**BUSINESS SECTORS**

banking - banca

business and retail - negocio minorista

education - educación

health - salud

hospitality and leisure

manufacturing

transport - transporte

**NUMBERS**

ten - 10

twenty - 20

thirty - 30

forty - 40

fifty - 50

sixty - 60

seventy - 70

eighty - 80

ninety - 90

one hundred - 100

five hundred - 500

one thousand - 1000

one thousand five hundred - 1500

**IT**

assemble - montar

check - revisar

design - diseñar

download - descargar

give - dar/ceder

input - entrada/corriente

install - instalar

maintain - mantener

operate - operar/manejar

repair - reparar

solve - resolver

test -prueba

troubleshoot - resolver/solucionar

upgrade (n) - actualizar

upload - subir/colgar

startup - encender/arrancar

**JOBS**

data entry operator - operador de entrada de datos

helpdesk technician - Técnico de ayuda

network administrator - Administrador de red

programmer - programador

software tester - probador de programas

support technician - Técnico de ayuda

web designer - diseñador web

**PRACTICE!**

1. **Complete the sentences.**

*software • apps • hardware • data*

1. ....is another word for information. data

2. ... are programs you can use on your smartphone. apps

3. ... means the physical parts of a computer. hardware

4. is another word for computer programs. software

1. **Match the business sectors in A to the statements in B.**

| **A**  1. health  2. transport  3. education  4. manufacturing  5. banking  6. business and retail  7. hospitality and leisure | **B**  \_\_3\_\_ a. "We've got laptops in my school."  \_\_6\_\_ b. "I've got an online clothes shop."  \_\_5\_\_ c. "You can see financial information online."  \_\_1\_\_ d. "This hospital uses the latest technology."  \_\_4\_\_ e. "We make mobile phones on our production line."  \_\_2\_\_ f. "This is our newest car!"  \_\_7\_\_ g. "Customers can reserve rooms on our website." |
| --- | --- |

1. **Write the numbers in your notebook.**

1. five hundred and sixty-three \_\_\_\_563

2. eight hundred and seventy-one \_\_\_\_871

3. one thousand and twenty \_\_\_\_1020

4. four thousand and thirteen \_\_\_\_ 4030

5. one thousand, four hundred and thirty-four \_\_\_\_1434

6. seven thousand, six hundred and ninety-one \_\_\_\_7691

1. **Choose the correct answer.**

1. I **test / troubleshoot** problems over the telephone.

2. My laptop is broken. Can you **repair / install** it?

3. You can **upload / download** the instructions from the Internet.

4. We use about 50 parts when we **maintain / assemble** a new computer.

5. Your PC will go faster if you give it **a startup / an upgrade**.

1. **Match the words in A to the words in B to form expressions.**

| **A**  1. solve  2. operate  3. design  4. give  5. input  6. check | **B**  \_3\_\_ a. a webpage  \_1\_\_ b. problems  \_6\_\_ c. the connections  \_4\_\_ d. support  \_5\_\_ e. data  \_2\_\_ f. a machine |
| --- | --- |

1. **Copy and complete the sentences with the expressions from Exercise 5.**

1. We need a graphic designer to \_\_design a webpage\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for our new company.

2. We \_\_\_\_\_\_operate a machine\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to users in businesses, offices and at home.

3. My job is to help \_\_\_\_\_\_give support\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ over the phone.

4. If the monitor doesn't work, \_\_\_\_\_\_solve problems\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at the back of the system unit.

5. It takes time to \_\_\_\_\_\_\_\_check the connections\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ into the computer.

6. They \_\_\_\_\_\_input data\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on the production line.

1. **Decide which job matches each description.**

network administrator • helpdesk technician • web designer . software tester • programmer . support technician • data entry operator

1. This person writes software for computers. \_\_\_\_\_\_\_\_programmer\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. This person helps clients with IT problems over the telephone. \_\_\_\_\_support technician\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. This person manages the day-to-day running of a computer network. \_\_\_\_\_\_network administrator\_\_\_\_\_\_\_

4. This person fixes software and hardware problems. \_\_\_\_\_\_\_\_helpdesk technician\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. This person tests new products before they are in the shops. \_\_\_\_\_\_\_\_software tester\_\_\_\_\_\_\_\_\_\_\_\_\_\_

6. This person develops and designs webpages. \_\_\_\_\_web designer\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

7. This person puts information into a computer. \_\_\_\_\_\_\_\_data entry operator\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_