Software Development Unit 3, 2.1

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# I can describe the purposes for using collaborative technologies.

There are a variety of technology that is used for business, personal and educational purposes. I’ve itemised a few examples below and the capabilities. Not all software offers all of the purposes mentioned. This can vary depending on the software and plan used.

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| **Technology** | **Software examples** | **Purpose** | **Features** |
| Video call | Zoom  Skype  Google Hangouts | Facilitates meetings for personal, work or learning. Some features allow a Webinar setup where participants interaction is controlled by a host. | * Allows participants to communicate via video call * Has ‘Share screen’ capability which enables presenters to share their desktop to others * Participants can also chat to each other within the call * Has the ability to record meetings for future distribution |
| Online learning | Adobe Connect | Facilitates a great learning environment from anywhere. | * Allows the tutor to control speakers within the call. * Can share files to participants/learners * Has the ability to record lessons for future distribution |
| Online messaging | WhatsApp  Viber  Cisco Jabber | Allows the creation of group chats which enables multiple participants to collaborate in one message thread. | * Allows the sharing of images and files within the chat * Allows audio and video calls |
| Social Media | Facebook  Instagram  Twitter | Allows the public to ‘follow’ or ‘befriend’ accounts. This is very useful for businesses, public figures and content creators to have a platform where a notification is sent to all their followers whenever new content is posted. | * Can be used to setup personal and business accounts * Used for promoting business and having online presence for popular icons * Allows interaction between people by liking their posts |
| Shared Cloud | Google drive  Dropbox  Onedrive | Works as an online hard drive where people can collaborate, upload and download documents. This is useful for project collaboration. | * Allows multiple people to access and edit files, sometimes simultaneously and instantaneously |