3.1 I can review the benefits and drawbacks of IT tools and systems used in terms of productivity and efficiency

From tools like Microsoft Visual Studio to GIMP I will be stating their strengths and weaknesses in the best way possible and share my opinions on how well I like them and how well I can use them.

Graphics

I used both Paint and GIMP for creating and editing graphics and both were easy to use and both good with the amount of features that I needed for my project. The only thing I will add is that GIMP can be tricky on where certain tools are unless you have it set up properly.

I also used Inkscape but I didn’t understand that enough to review it but I did find it the most difficult to use.

Coding

I used both Microsoft Visual Studio and Notepad++ for coding, more Microsoft Visual Studio but sometimes I tested myself on my knowledge of code as I was learning but Microsoft Visual Studio is such an easy program to use and learn from, it tells you where the problems are and what sort of thing it needs and 8/10 I will do what I want. The one weakness of Microsoft Visual Studio is that is too big of a program and can’t be accessed easy and needs updates frequently.

Notepad++ is low on storage but it is too simple if you don’t know much code to start with.

Browsers

I used both Firefox and Opera when testing my web pages and use both of them for searching up code and learning about HTML and finding images etc. and they both did their job on all of those tasks. Firefox struggled to open on my Dad’s laptop sometimes because it is so old and is even slow on my laptop sometimes so that’s why I always have Opera as a backup.

Word processing

WPS office, Microsoft Word and Open Office writer were the three word processing programs I used and they all did their job on the writing and inserting images like screen-shots on but Open Office writer and WPS office didn’t support features like Mail Merge and Macros that worked easily or found easily enough in the tools so I used Microsoft Office for that. You can use Open Office for those features but they weren’t that good to use like Microsoft Office. I do use WPS office more generally though for everything else because I like the UI and editing tools better.

Adobe Connect

For the lessons we have all been using Adobe Connect and it has been a good program to use, I even have it on my mobile and sometimes it was hard to see the whiteboard properly but I could watch it back on my laptop through the recording that Shafiq sent us. It is good for connecting a lot of people around the country easily and the tools like sharing screen and be able to see and hear the teacher and sometimes communicate through the microphones ourselves are also a plus but Shafiq hasn’t had the same experience like he would have if he could be with us and actually see our work as we do it in the room with him so we have relied on the chat, emails and Github to share stuff with him and get help if we get stuck.