**Reading Activity 11.**

1. What is a computer?

2. Who is in charge of software?

3. What types of programs are there?

4. What does a system program do?

5. What do application programs do?

6. What application programs do you know?

7. What does an operating system do?

8. What do word processors, spreadsheets and data bases manipulate?

9. What does an application suite mean?

10. What happens when the user starts up an application?

**Reading Activity 12.**

1. Application software is software that consists of individual application programs and software packages designed to solve various user tasks; and automated systems created on the basis of these application packages.

2. An application program (application) is a program designed to solve individual tasks or a class of tasks related to data processing in a certain area of ​​activity.

3. The term "application program" is used to distinguish application programs from programs directly controlling computers and incoming into the general software.

4. Application programs include agent programs, applets, additional program modules, loader, killer application, linker, program text editor, text editor, resident program, programming system, text recognition system, electronic spreadsheet, and so on.

5. Text editor is a generalized name for programs designed to create, edit, display and print, as well as save various kinds of documents and data as files.

6. A programming system is a set of tools designed to automate programming processes, which includes a programming language, a program editor, a compiler or program interpreter, as well as a set of auxiliary tools.

7. A text recognition system is a software package designed to convert scanned text materials from graphic to digital form. One of the most popular systems of this class is the ABBYY family of Fine Reader programs.

8. Clipart is an illustrative insert, graphic fragment, application prepared in the library, which is an application to text and graphic editors, as well as desktop publishing systems.

9. What you see is what you get (WYSIWYG [What You See Is What You Get]) is a property of application programs that facilitates the preparation of text, graphics and other documents and applications.

10. Windows XP contains a whole set of applications that will allow us to listen to music, burn CDs, work with files, create various documents, process photographs, draw pictures, browse the Web, receive and send e-mail, communicate and play computer games.