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Module 4

**Analyst –** Someone who obtains and edits information or data, typically for a specific area. They also build reports based off of the data they have collected in an easy-to-read way.

**Administrator –** Provides office and administrative support. This support can be delivered to teams or individuals. Usually, these Administrators have very good communication and writing skills.

**Information –** Facts! Can also be referred to as data. It helps in the process of decision making.

**Engineer –** Someone who designs and builds things like machines and structures. They gather and transfer information and make decisions on how to conduct and build something properly.

**Specialist –** Someone who focuses on one main area of work. Similar to experts, professionals, etc.

**IT –** Information Technology. The study of how systems store and send information. Also, how information is stored and retrieved.

**Intelligence –** Acquiring and obtaining skills through the use of knowledge. Learning and practicing things until you understand them.

**Director –** The one that controls the department or area of work they are in. They are one out of a number of managers that is in the most control.

**Junior –** In terms of a ranking system, typically a lower level as opposed to a Senior. Assists other administrators in the networking world.

**Tester –** Someone who gets to check out a product and determine the issues and/or strengths of it. Testers are important to make sure the overall product ends up being reliable and working correctly.