# MC900234082[1]A. SharePoint

## A1. Discuss with a friend

* Of course I had written a summary. For example when I was at high school I was writing summaries in my Literature, Biology, Chemistry, Physics, History classes.
* Well, one of the summaries that I can remember right now was about Ivan Vazov’s novel ,,Pod Igoto’’. I had the task to summarize the main idea of the novel and I think that I did pretty good job with it. I had a very good mark.
* Personally I think that a good summarize should contain the main idea of the work. Maybe what happened, who was there, what is all about and etc.
* Currently I am not aware of any rules or I can’t remember them right now. I think that It would be a good idea to read again the main rules about writing a summary. I should check mu notes from my Literature classes.
* I want to know how I can write a perfect summary, because I think I am not good enough right now.

## A2. Share with the rest of the class

# MC900367816[1]B. LookAhead

## B1. Discuss with a friend

* 1) at university: My English and Computer classes
* 2) in your career: At my work place, depends on the work
* 3) in your daily life: At home, Conversation between me and my friends

## B2. Share with the rest of the class

# MC900360516[1]C. StrategyBuilder

## C1. Discuss with a friend

1. A
2. E
3. D
4. B
5. C
6. G
7. F

## C2. Share with the rest of the class

# MC900318212[1]D. Nutshell

## D1. Learn to Teach

## D2. Teach for insight

# MC900370044[1]E. Challenge

## E1. KnowledgeMap

Q1. Which summary did you find more comprehensive? Why?

* Personally, I think that the first summary (Summary 1) is more comprehensive, because there is more information related to the products, how you can use them, for what you can use them, in what situation and etc.

Q2. What is wrong with the other summary?

* The second summary (Summary 2) is more like a student’s work. It ain’t that formal like the other one and it contains less information.

Q3. How can you improve the other summary?

* Summary 2 can be easily improved if we put more formal language, information about the applications, facts and some examples about the real time products.

# MC900070860[1]F. Project

## F1. Synthesis

**What is SimpleFiles ?**

SimpleFiles is application that can speed up the download processes. However, it is pretty much dangerous application that can affect your whole computer system with umbrageous activities.

It seems that SimpleFiles is a trusty program, but it is not. On its website there are plenty of files related to this application. Indeed it is hard to find a safe app. Downloading anything from its website can cause you serious damage to your computer. Some reports from users claims that their computers are affected from third-party website.

In addition, people who has SimpleFiles on their computers, must immediately remove it without hesitation.

## F2. Analysis

# MC900287080[1]G. Evaluation

## G1. Self-evaluation

## G2. Peer evaluation

# MC900301486[1]H. FastLane

## H1. On the ground

## H2. In the Cloud

# MC900370486[1]I. Know-How

# MC900237945[1]J. Insider

1. praised

2. emphasized

3. argued

4. continued

5. suggested

# MP900402820[1]K. TakeHome

## K1. Discuss with a friend

## K2. Share with the rest of the class

# MC900433865[1]L: Vis-a-Vid

## L1. CreateIT

## L2. ShowIT

# MC900312398[1]M. OverDrive