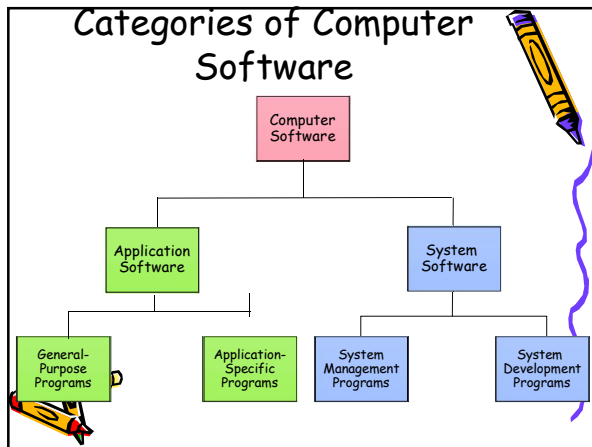


### Application software includes:

- General-purpose applications
- Specialized applications



### General-purpose applications

- These are also known as **productivity software** and describes a category of computer software that aims to support users in performing a variety of common tasks

### System Software vs. Application Software

#### Application Software

- Programs used to complete tasks
- Includes:

### Specialized applications:

- These are intended to serve a specific purpose.
- Examples include:
  - Graphics programs
  - Audio/video editors
  - Multimedia creation
  - Web authoring
  - Virtual reality

## Productivity Software

- Programs that enable you to perform tasks required in home, school, and business
  - Word processing programs
  - Spreadsheet programs
  - Presentation programs
  - Database programs
  - Personal information manager programs



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## Presentation Software

- Used to create slide shows
- Features include
  - Templates and layouts
  - Different views
- Examples
  - Corel Presentations
  - Microsoft PowerPoint

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## Word Processing Software

- Used to create and edit written documents
- Features include
  - Quick and easy editing
  - Variety of formatting options
  - Graphics
  - Templates
- Examples
  - Corel WordPerfect
  - Microsoft Word

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## Database Software

- Used as a complex electronic filing system
- Features include
  - Ability to group, sort, and retrieve data and generate reports
  - Organized into fields, records, and tables
- Examples
  - Corel Paradox
  - Microsoft Access

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## Spreadsheet Software

- Used to perform calculations and numerical analyses
- Features include
  - Worksheets with cells
  - Values, formulas, and functions
  - Automatic recalculation
- Examples
  - Lotus 1-2-3
  - Microsoft Excel

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## Personal Information Management Software

- Used to replace the management tools found on a traditional desk
  - Calendar, address book, notepad, and to-do list
- Features include
  - Calendar, address book, notepad, to-do list
  - Some contain e-mail management features
- Examples
  - Lotus Organizer
  - Microsoft Outlook

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## Integrated Software Applications vs. Software Suites

### Integrated Applications

- Single program that incorporates many software programs
- Complex features are not included
- Example: Microsoft Works

### Software Suites

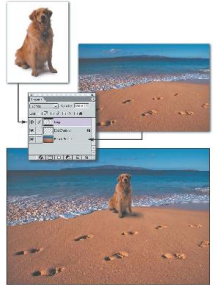
- Collection of stand-alone software programs packaged together



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## Image-Editing Software

- Used to edit photographs and other images
- Also called photo-editing software
- Features include
  - Tools for basic modifications to digital images
  - Painting tools that allow you to create images
- Example: Adobe Photoshop
- Photo Collection software
  - Google "Picasa"
  - Microsoft "Photo Story"



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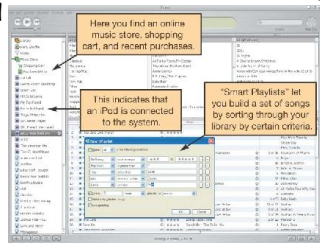
## Specialized applications:

- These are intended to serve a specific purpose, they include
  - Graphics and multimedia software
  - Entertainment software
  - Educational and reference software

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## Digital Audio Software

- MP3: Audio compression format
- Software allows you to record, rip, and burn files
- Also allows you to perform format conversion



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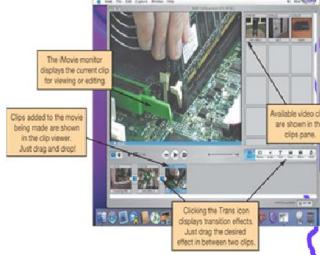
## Graphics and Multimedia Software

- Used to create and design documents, images, illustrations, Web pages, and more
  - Desktop Publishing Software
  - Image Editing Software
  - Drawing (illustration) Software
  - Computer-Aided Design (CAD) Software
  - Video Editing Software
  - Web Page Authoring Software

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## Video-Editing Software




- Used to edit digital videos
- Features include
  - Special effects
  - Transitions
  - Narration/voiceover
  - Overlays
- Examples
  - Adobe Premiere
  - Microsoft Movie Maker



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## Entertainment Software




- Designed to provide users with entertainment
- Categories include
  - Action and Adventure
  - Driving
  - Puzzles and strategy
  - Role-playing
  - Card-playing
  - Simulation
  - Virtual reality

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## Drawing Software



- Used to create and edit
  - Two-dimensional drawings
  - Technical diagrams
  - Animations
  - Geometric shapes
- Also referred to as illustration software
- Examples
  - Adobe Illustrator
  - Microsoft Visio
- Bit-mapped programs
  - MS-Paint

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## Educational and Reference Software

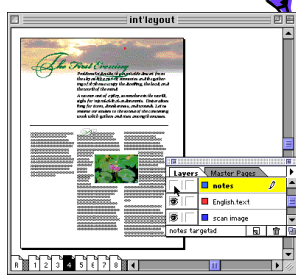


<p><b>Educational Software</b></p> <ul style="list-style-type: none"> <li>• Provides instruction or training</li> <li>• Types include                     <ul style="list-style-type: none"> <li>- K-12 education</li> <li>- Skills</li> <li>- Test preparation</li> <li>- Course management</li> </ul> </li> </ul>	<p><b>Reference Software</b></p> <ul style="list-style-type: none"> <li>• Sources of reference</li> <li>• Types include                     <ul style="list-style-type: none"> <li>- Atlases, dictionaries, thesauris, encyclopedias</li> <li>- Medical and legal references</li> </ul> </li> </ul>
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## Desktop Publishing Software

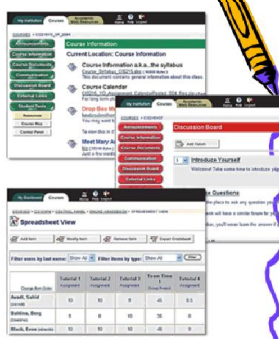


- Used to arrange text and graphics for publications
- Features include
  - Text formatting
  - File importing
  - Graphics tools
  - Web publishing
- Example:
  - QuarkXPress

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## Course Management Software

- Used for Web-based classes
- Features include
  - Calendars
  - Grade books
  - Discussion boards
- Examples
  - WebCT
  - Blackboard
  - Moodle

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## Web Page Authoring Software

- Used to design Web pages: knowing HTML is not necessary
- Features include
  - Wizards and templates
  - Reference materials
- Example
  - Macromedia Dreamweaver
- Office Applications
  - HTML authoring capabilities

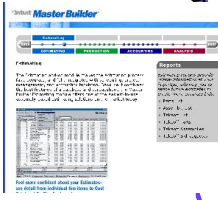




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## Specialized Business Software

- Tailored to the needs of a particular company or industry
- Called vertical market software
- Proprietary software
  - Programs custom developed to address the specific needs of a particular company
  - The software is then owned by that company



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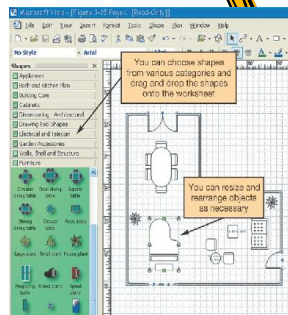
## Freeware and Shareware

- Freeware: Copyrighted software you can get for free
- Beta versions: Programs that are still under development
- Shareware: Software that allows users to run it for a limited time free of charge
- Open source: free to use

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## Computer-Aided Design Software

- Used to create 3-D automated designs, technical drawings, and model visualizations
- Industrial use includes
  - Architecture
  - Automotive
  - Aerospace
  - Medical engineering



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## System Requirements

- Minimum standards for the operating system, RAM, and hard drive capacity

### Sample Minimum System Requirements

- Microsoft Windows® 98SE/ME/2000 SP4/XP SP1.
- Pentium® II 233 MHz processor or faster.
- 32 MB RAM (128 MB for XP).
- 265 MB free hard disk space.
- 8X CD-ROM.
- 800 X 600 16-bit color video card.
- DirectX® 8.0.
- Windows compatible mouse, speakers.

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## Buying Software

- Software may be purchased through
  - Retail stores
  - Online
  - Computer shows
  - Catalogs
- Preinstalled software
- Student discounted software
- Web-based application software
  - hosted on a Web site
  - requires no installation on your computer

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## Installing/Uninstalling and Opening Software

- Installing software
  - Installation wizard
    - Automatic
    - Control Panel: Add/Remove Software
  - Full/custom installation
- Uninstalling software
  - Software uninstall program
  - Control Panel: Add/Remove Software
  - Do not delete

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