**Brainstorming activity:** write down as many ideas/words and phrases as you can associated with English in IT.

**Some basic IT expressions and their definitions**

**1. Monitor**

The noun **monitor** refers to the video screen used to display information on your computer.

Sample sentence: I work on the computer most of the day. I find that using a bigger **monitor** reduces (lessens) the strain on my eyes.

**To monitor** can also be used as a verb to describe the action of keeping watch over a technical fault or process running on a computer.

**2. Connect**

The verb **to connect** is used to describe the action of establishing (making) communication with the Internet or with another device (computer equipment) such as a monitor, modem, etc.

Sample sentence: Can you please show me how to **connect** my laptop to the central printer?

The noun **connection** refers to the communication between two or more computer devices, or a link to the Internet.

**3. Install**

The verb **to install** means to set up or make a computer or application (software program) ready for use.

Sample sentence: On my first day of work, my supervisor sent the technical support team to **install** a new computer for me.

So then, the noun **installation** refers to the act of installing a computer or application.

**4. Network**

Did you know that your computer at work is probably linked to the office network?

The noun **network** refers to a system of connected computers and other devices such as printers that exchange data with each other. A private office network is known as **intranet**.

Sample sentence: Before we open for business, I need to get my office computer **network** set up and tested.

**Networked**, the adjective form of this word, is used to describe this kind of environment (situation).

**5. Boot**

The verb **to boot** has a special meaning in IT. It’s often used in the phrasal verb **to boot up**,which means to turn on a computer and have it ready for use. You could also say “start up” or “power up.”

Sample sentence: There seems to be a problem with my laptop. It wouldn’t **boot up** this morning.

**Boot up** is a separable phrasal verb that you can use with a pronoun. You can use “start up” and “power up” in the same way, they’re both separable. This means that you can take the preposition “up” and use it later in the sentence. It does not have to follow directly after “boot.”

Sample sentence: There seems to be a problem with my laptop. I couldn’t **boot** it **up** this morning.

Adding the prefix “re” gives the word **reboot**. The suffix “re” is often used to mean doing something again. The verb **to reboot** means to start your computer again.

Sample sentence: If you’re still getting errors on your computer, you might want to **reboot** it.

**Reboot** can also be used as a noun.

Sample sentence: If you’re still getting errors on your computer, a **reboot** might help.

**6. Access**

The verb **to access**, when used in IT, means entering and using a computer, website or application.

Sample sentence: This is a shared computer only for the use of our department. You can get the password from me if you need to **access** it.

The noun **access** refers to the act of accessing the computer. It’s commonly used with the verb “grant” to mean give permission to use.

**7. Log in**

Some websites and applications need you to log in before you can enter and use them. **To log in** refers to the process where you enter certain information before you’re allowed to access a website or application.

Sample sentence: I’ve forgotten my password so I can’t **log in** to Gmail anymore.

The opposite of log in is **log out** which is what you should do to exit a site or application.

Sample sentence: Don’t forget to **log out** before you leave especially if you’re using a shared computer.

Sometimes the terms **sign in** and **sign out** are also used.

**8. Download**

**To download** is a verb you’ll often hear in IT to talk about transferring data or information from a main computer source to another device.

Sample sentence: I need to **download** the photos of my business trip to my computer for today’s presentation.

The noun **download** refers to the information or application that has been downloaded.

**9. Upgrade**

It’s not unusual to hear this word in a fast-changing field like IT. The verb **to upgrade** means to bring your computer (or other device) up to date with the latest hardware or software.

Sample sentence: Our management is confident that our business will improve if we **upgrade** to the latest computer equipment.

The noun **upgrade** simply means an update to a higher (newer) version. You might’ve heard the common phrase “get an upgrade.”

**10. Analyse**

The verb **to analyse** is used quite often in IT when there’s a need to study data, information or even a technical problem closely. For instance, you might analyse product trends or a problem with your communications network.

Sample sentence: This is not a problem with a simple solution. We need time to **analyse** why your laptop won’t boot up.

The noun form **analysis** refers to the act of, and the result of analysing the data or problem. (X analyses – pl.)

**11. Browse**

The verb **to browse** is used in IT to look over information casually without being too detailed.

Sample sentence: Before you come to the meeting, please **browse** online to get some ideas of the current trends in office furniture.

The noun **browser**, as you may already know, refers to the program on your computer that allows you to open and use websites on the Internet.

**12. File**

The noun **file** in IT refers to a collection of data or information organized under a specific name and stored in a computer’s folder.

**File** is also commonly used to talk about things related to a file such as filename, file size, etc.

Sample sentence: What’s the **filename** you used to save last year’s sales data?

**13. Blog**

Do you have a blog? The noun **blog** refers to a website where you write about your personal experiences, opinions and interests.

Sample sentence: Our company’s **blog** offers a lot of useful information and tips on how to use our products in different ways.

The verb **to blog** simply means to write a blog.

**14. Back up**

The phrasal verb **back up** is often used in IT to mean making a copy of data and files to protect them against accidental loss.

Sample sentence: It’s always a good idea to **back up** your computer regularly.

**Back up** is a separable phrasal verb that can be used with a pronoun.

Sample sentence: My laptop has been switching itself on and off. I think I’d better **back** it **up** after work tonight.

**Backup**, when spelled as one word, is a noun referring to the copy of files and data that you’ve made to keep.

**15. Perform**

In IT, we’re often concerned about how the computer system performs. The verb **to perform** refers to how fast a computer can process information.

Sample sentence: Are you sure that my computer will **perform** better if I upgrade my RAM (computer memory)?

The noun **performance** is used to talk about the speed and capacity (workload) of the computer.

**Matching activity**

Cookies, font, worm, e-mail, browser, hardware, login, application, provider, bug, FAQ, firewall, spam.

Match the expressions and their descriptions.

Any program designed to perform a specific function directly for the user. Microsoft Word, Outlook or Adobe Photoshop are examples of application programmes.

A program or tool such as Internet Explorer, Mozilla Firefox or Google that enables you to browse or surf the World Wide Web and view internet sites.

A defect or fault in a program that prevents it from working correctly.

Small piece of information on the times and dates you have visited web sites.

Electronic mail: messages sent from one computer to another over the internet.

Frequently Asked Questions.

Specialized hardware or software designed to prevent unauthorized access into or out of a computer or network.

A particular kind of lettering (e.g. Arial, Verdana, etc.)  
hardware.

Process by which a user enters a name and password to access a computer.

Company that provides access to the internet.

Unwanted, irrelevant or inappropriate e-mail messages, especially commercial advertising. Also referred to as 'junkmail'.

The physical equipment or touchable parts of a computer system (the CPU (central processing unit), monitor, keyboard, mouse, external speakers, scanner the printer, etc.)

A self-replicating computer program, similar to a computer virus.

KEY

application

Any program designed to perform a specific function directly for the user. Microsoft Word, Outlook or Adobe Photoshop are examples of application programmes.

browser

A program or tool such as Internet Explorer, Mozilla Firefox or Google that enables you to browse or surf the World Wide Web and view internet sites.

bug

A defect or fault in a program that prevents it from working correctly.

cookies

Small piece of information on the times and dates you have visited web sites.

e-mail

Electronic mail: messages sent from one computer to another over the internet.

FAQ

Frequently Asked Questions.

firewall

Specialized hardware or software designed to prevent unauthorized access into or out of a computer or network.

font

A particular kind of lettering (e.g. Arial, Verdana, etc.)  
hardware.

login

Process by which a user enters a name and password to access a computer.

provider

Company that provides access to the internet.

Spam

Unwanted, irrelevant or inappropriate e-mail messages, especially commercial advertising. Also referred to as 'junkmail'.

hardware

The physical equipment or touchable parts of a computer system (the CPU (central processing unit), monitor, keyboard, mouse, external speakers, scanner the printer, etc.)

worm

A self-replicating computer program, similar to a computer virus.