

employees to know how to use this software. However, many competitors to Microsoft Office do exist and are compatible with the file formats used by Microsoft. Recently, Microsoft has begun to offer a web version of their Office suite. Similar to Google Drive, this suite allows users to edit and share documents online utilizing cloud-computing technology.

### Utility Software and Programming Software

9. Two subcategories of application software worth mentioning are utility software and programming software. Utility software includes software that allows you to fix or modify your computer in some way. Examples include antivirus software and disk defragmentation software. These types of software packages were invented to fill shortcomings in operating systems. Many times, a subsequent release of an operating system will include these utility functions as part of the operating system itself.
10. Programming software is software whose purpose is to make more software. Most of these programs provide programmers with an environment in which they can write the code, test it, and convert it into the format that can then be run on a computer.

#### ► Activity 3: In which paragraph are the following mentioned?

|                                                                                                               |  |
|---------------------------------------------------------------------------------------------------------------|--|
| a) Software with wide appeal to consumers                                                                     |  |
| b) Employers' requirements                                                                                    |  |
| c) A type of software that has replaced an older device                                                       |  |
| d) Example(s) of killer application                                                                           |  |
| e) File formats created by a certain developer that can also be used by software designed by other developers |  |
| f) A type of software suitable for math                                                                       |  |
| g) Definition(s) of a specific type of software                                                               |  |
| h) Software developed in order to correct weaknesses in operation systems                                     |  |
| i) Software that is particularly valuable for someone who wishes to deliver a speech                          |  |

#### ► Activity 4: Time for debugging! Someone has messed up the table below. As a result, some pieces of information appear in the wrong cells. Correct the table:



| Features     | Operating System                                              | Application Software                                                                |
|--------------|---------------------------------------------------------------|-------------------------------------------------------------------------------------|
| Created to   | act as the interface between the user and the hardware        | do a certain set of tasks                                                           |
| Languages    | typically written in C, C++, or Assembly                      | can be written in different languages (e.g., Java, Visual Basic, C, and C++)        |
| Installation | usually preinstalled when the device is purchased             | can be preinstalled or must be bought or downloaded from the Internet               |
| Run Time     | opened by the user when a specific task needs to be completed | boots when the computer is turned on and shuts down when the computer is turned off |
| Importance   | great (the computer can't operate without it)                 | less important (it can't be used without an operating system)                       |
| Objective    | to manage hardware resources                                  | to do certain tasks                                                                 |
| Examples     | VLC Media Player, Google Chrome, etc.                         | Windows, Linux, Mac OS, DOS, Unix, etc.                                             |