



Former Student

Paul is 24. He has a Higher National Certificate in Computing and a Higher National Diploma in Computing Support which he completed two years ago. He has been working for a company providing support services for the last eighteen months.

STARTER

1 Study this list of some of the subjects included in his Diploma course. In which of these subject areas would he study the topics which follow?


- 1 Computer Architecture
 - 2 HW Installation & Maintenance
 - 3 Info Tech Applications (1)
 - 4 Info Tech Applications (2)
 - 5 Multi-user Operating System
 - 6 Network Technology
 - 7 Software Development Life Cycle
 - 8 Standalone Computer System Support
 - 9 Software Development Procedural Lang.
 - 10 Data Communications
 - 11 Information Systems & Services
 - 12 Systems Development
 - 13 Communication
 - 14 Project Management
 - 15 Mathematics for Computing
-
- a LAN Topologies
 - b PC Bus Architectures
 - c Modems
 - d How to connect printers
 - e Unix Operating System
 - f Pascal
 - g Writing a program
 - h Creating a database
 - i Maintenance of desktops
 - j Wordprocessing and other office applications
 - k Binary system
 - l Making presentations

Study the
past.


Asking a
How many
How many

Asking a
When did


LISTENING

2  Listen to Part 1 of the recording to find the answers to these questions:

- 1 Which of the subject areas listed in Task 1 does Paul mention?
- 2 Which additional subjects does he mention?
- 3 Why did he choose to do his Diploma in support?
- 4 What practical work was included in the course?
- 5 Which subject did he particularly enjoy?

3  Listen to Part 2 of the recording and answer these questions:

- 1 What suggestions does Paul have for improving the course? Note a) his suggestions for improvement and b) the reasons he gives.
- 2 Which of the subjects he studied has he found useful in his work? Note a) the subjects and b) examples in the work situation.

4  Listen to Part 3 of the recording to answer these questions:

- 1 In which situations does Paul have to learn fast?
- 2 What sources does he use for help?
- 3 What advice did the college provide on sources of information?
- 4 What was the problem with the set book?
- 5 How does he feel about going back to college?

LANGUAGE WORK**Revision: Past simple questions**

Study these examples of questions about the past.

Asking about quantity:

How many days a week did you study?
How much programming did you do?

Asking about time:

When did you study Communication?

Asking about people:

Who taught you Maths?
Whose classes did you most enjoy?

Asking about things:

What made you choose computing support?
What did you like most?

Asking about actions:

What did you do on Fridays?
What happened on Monday mornings?

- 5** Study this description of a student's first term. What questions might the interviewer have asked to obtain the information in italics?

In her first term Pauline studied *6 subjects*¹. She had classes on *four days*² each week. On Monday morning *she had IT and Information Systems*³. *Tuesday*⁴ was a free day for home study. On Wednesday she had Systems Analysis in Room 324⁵. She studied *Computer Architecture*⁶ on Thursdays. *Programming*⁷ happened on Friday mornings. Communication took place *once a week*⁸ on Friday afternoons. She liked *Mr Blunt's classes*⁹ most. She had a 15-minute coffee break each day and a lunch break *from 12.00 to 1.00*¹⁰.

WORD STUDY

- 6** *up-* and *-up* verbs Complete each gap in these sentences with the appropriate form of the correct verb from this list:

<i>back up</i>	<i>keep up</i>	<i>update</i>
<i>build up</i>	<i>set up</i>	<i>upgrade</i>
<i>catch up</i>	<i>start up</i>	<i>upload</i>
<i>free up</i>		

- 1 To avoid losing data, you should your files regularly.
- 2 You can your PC by adding a new motherboard.
- 3 Delete some files to space on your hard disk.
- 4 Data is from regional PCs to the company's mainframe each night.
- 5 The operating system boots when you your computer.
- 6 She's taking a course to her knowledge of computing.
- 7 The computer checks the memory when it
- 8 He a website to advertise his travel company.
- 9 You can with developments by reading PC magazines.
- 10 If you miss a class, you can study the hand-outs to
- 11 The image in a digital camera is from a red, green and blue image.

SPEAKING**7**

Role Play Work in pairs. Using the tapescript for Part 1 of the interview, on page 196, play the parts of the Interviewer and Paul.

WRITING**8**

Study this description of a computer course. Then write a description of your own computing course, or one of its components, in the same way.

Computer Use and Applications

AIMS:

- 1** To introduce complete beginners to computer systems.
- 2** To give a basic foundation in computer technology and to introduce appropriate terminology.
- 3** To give a description of the major components (hardware and software) which make up a computer system.
- 4** To show how computer systems are used in commerce and industry.
- 5** To give practical experience in using various systems.

DESCRIPTION:

The course is in four parts.

Part 1 Introduction to college computer science facilities, including how to access the computers, the Unix filestore, using email, the editor and simple network commands.

Part 2 The basic structure of computer hardware and systems software. Topics include compilers vs interpreters and memory management.

Part 3 Introduces some more advanced software tools, documentation tools and language processors.

Part 4 Discusses various uses of computers including spreadsheets, databases, communications and impacts on society.

STAFF:

Dr Peter Jones

METHOD AND FREQUENCY OF CLASS:

Two lectures per week with practical exercises once every two weeks.

ASSESSMENT:

Three formal coursework assignments.

SPEAKING

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