Workplace Technology

Technology
> equipment and systems developed by applying scientific knowledge for practical purposes

Copier
> machine which makes exact duplicates of documents

Fax Machine
> device for sending and receiving printed documents over telephone lines

Business Phone System
> multiline, interconnected telephone system which allows for specialized features and may involve Internet connection

Computer
> programmable machine for storing, processing and retrieving data; includes desktops, laptops, tablets and smartphones

Computer Hardware
> physical elements of a computer and all separate physical elements which support computer functionality

Computer Software
> instructions which guide how computer hardware operates, what tasks are performed and how those tasks are performed

Printer
> output device which produces physical versions of computer documents and images using paper and ink

Scanner
> input device which transfers information and images from physical documents to computer files

System Software
> computer software which provides instructions for basic operation of computer hardware

Application Software
> computer software which provides platforms and instructions for specific tasks

Open-Source Software
> computer software which can be used without paying a license fee and can be modified to add capabilities not realized by its originators

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Proprietary Software
computer software which has restrictions on its use and source code is kept secret

Network
connections among computers to facilitate communication and sharing of resources

Intranet
private networks typically used by organizations for the sharing of company news, policies, documents and other information

Internet
global system of computer networks

Wi-Fi
wireless networking technology using radio waves to transport Internet signals

World Wide Web
public information system on the Internet which connects billions of documents known as web pages

Cloud
global network of remote servers which operate though the Internet

Web-Based Application
application software which operate and can be accessed through the World Wide Web