IT Fundamentals

CHAPTER 5:

SOFTWARE APPLICATIONS
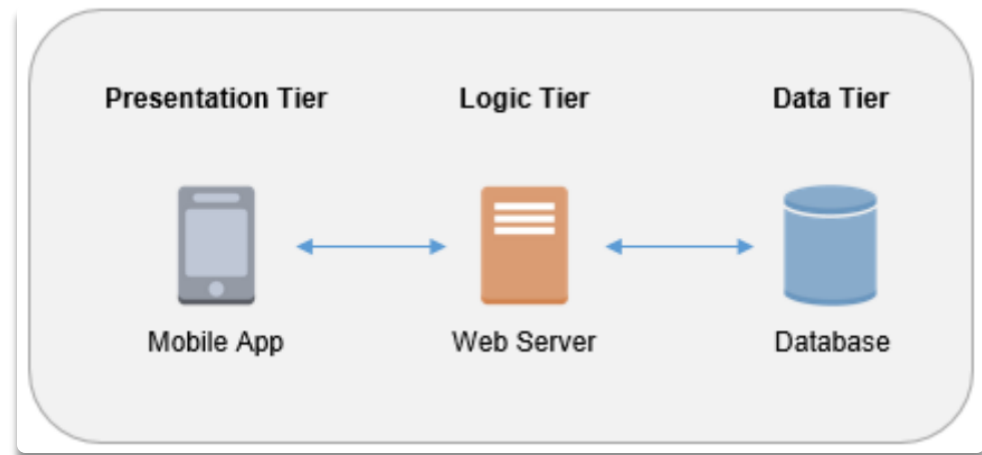
Application Design Concepts

Software platforms – what does the software work on?

Application Architecture Models

- 1 tier, 2 tier, 3 tier

- n-tier

- Tiers
  - Presentation
  - Business logic
  - Data

Installing Software

- Check for software compatibility
  - Does it work with the OS?
  - Enough computer hardware?
- Understand licensing requirements
  - Freeware
  - Open source
  - Shareware
  - Single use
  - Concurrent
  - Corporate, Campus, Group, or Site

Installing and Uninstalling Software

Operating system features

- Games and other features can be turned on or off in Control Panel

Updating and Patching Software

- For security, always keep OS and other software current
    - OSs generally have an automatic update feature (e.g. Windows Update)

- Always keep security software updated

- Drivers updated infrequently

Software Concepts

Productivity Software

- ► Word processing
- ► Spreadsheet software
- ► Presentation software
- ► Visual diagramming software
- ► Collaboration software
- ► Email client software
- ► Conferencing software
- ► Instant messaging software
- ► Online workspace
- ► Document storage and sharing

Business Software

- Basic database software

- Project management software

- Business-specific software

  - Desktop publishing or page layout software

  - Computer-aided design or graphic design

  - Medical and scientific software

- Accounting software

Web Browsers

- Configuring
  - Maintain current versions
  - Managing plug-ins, add-ons, toolbars, and extensions
  - Proxy settings
- Security settings
  - Cookies and cache
  - Blocking scripts
  - Controlling pop-ups
  - Visiting secure websites
- Private browsing

Chapter 5: Software Applications

- ► Explain the purpose and proper use of software
  - ► Productivity software
    - ► Word processing software
    - ► Spreadsheet software
    - ► Presentation software
    - ► Web browser
    - ► Visual diagramming software
  - ► Collaboration software
    - ► Email client
    - ► Conferencing software
    - ► Instant messaging software
    - ► Online workspace
    - ► Document sharing
  - ► Business software
    - ► Database software
    - ► Project management software
    - ► Business-specific applications
    - ► Accounting software

- ► Explain methods of application architecture and delivery models
  - ► Application delivery methods
    - ► Locally installed
      - ► Network not required
      - ► Application exists locally
      - ► Files saved locally
    - ► Local network hosted
      - ► Network required
      - ► Internet access not required
    - ► Cloud hosted
      - ► Internet access required
      - ► Service required
      - ► Files saved in cloud
  - ► Application architecture models
    - ► One tier
    - ► Two tier
    - ► Three tier
    - ► n-tier

Chapter 5: Software Applications (con't)

- Given a scenario, configure and use web browsers
  - Caching/clearing cache
  - Deactivate client-side scripting
  - Browser add-ons/extensions
    - Add
    - Remove
    - Enable/disable
  - Private browsing
  - Proxy settings
  - Certificates
    - Valid
    - Invalid
  - Popup blockers
  - Script blockers
  - Compatible browser for application(s)

- Compare and contrast general application concepts and uses
  - Single-platform software
  - Cross-platform software
    - Compatibility concerns
  - Licensing
    - Single use
    - Group use/site license
    - Concurrent license
    - Open source vs. proprietary
    - Subscription vs. one-time purchase
    - Product keys and serial numbers
  - Software installation best practices
    - Reading instructions
    - Reading agreements
    - Advanced options