Application Software
↓
Educational Software
MS - office

M.S-office and M.S windows are famous products of Microsoft corporation

Windows - operating system

MS office - collection of app. prog.

→ include, MS-word, MS-Excel, MS-powerpoint, M.S. Access, MS-publisher, MS outlook, MS frontpage

↓ fulfills 90% requirements of the computer uses.

MS word → prepare documents

MS-Excel → data analysis, making chart graph, tables etc.

MS-power point → preparing slides, handout etc for presentation

MS-Access → Storing, drawing out data and using in various order. (DBMS)

MS-outlook → to share information with one another.

MS-Publisher → to prepare website

MS-frontpage → to prepare webpage.

MS-word :- Typing, error correction, transfer of texts and pictures, to change, margin, bottom, left, right, top, font and style printing in different format.

components :- (a) Title bar :- tells application package and documents name.

(b) Menu bar :- looks as drop down menu includes insert, view, edit file, format tools.

(c) standard tool bar :- icon having basic functions :- opening files, saving files print files, cut, paste, copy

DBMS - (M.S Access) → The technique to handle data present as files in the data base is known as DBMS.

DBMS is collection of tables. Tables are collection of records, Records are tables of fields.

Field → Headings of data
name

Field → data send in column.

Record → data kept in rows

Files → It has tables

Table → made up of rows and columns.

MS - Excel → Analysis of data, Statistical calculations.
to find out central tendencies, Average,
mean, median, mode.
to prepare bar diagram, line diagram,
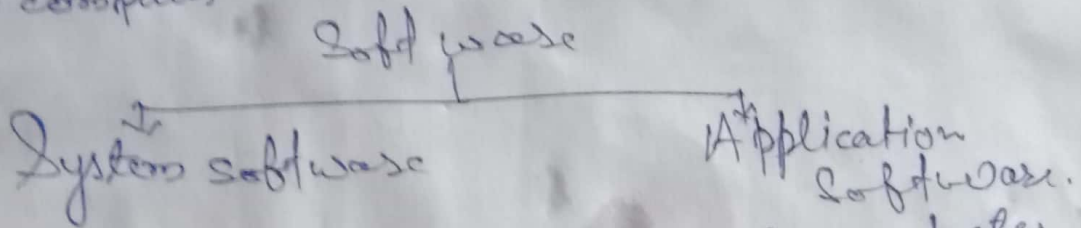pie chart, histogram, & frequency distribution
table.

MS - Powerpoint →
Slide → Each page of presentation
Master slide → slides having information/contents
given to each slide of presentation.

Software

A general term used for computer prog. A computer prog. is a planned, step by step, set of instructions that directs the computer what to do and how to do. It turns the data into information that makes a computer useful.

Set of instructions that helps in proper co-ordination of the computer. It makes the uses able to interact with the computer.

Software

System software   **Application Software.**

- Software/prog. directly related to computer hardware and perform tasks associated with controlling and utilizing computer hardware.

It does not solve a specific problem but helps to solve a problem.

DOS, windows, UNIX, SOLARIS, LINUX

Types: —
(a) operating system
(b) language Translators
(c) Data mgmt. Software
(d) Editors
(e) Utility software.

Application Software:

(a) general purpose A.S →
MS. office, corel draw, Pagemaker, Adobe photoshop.

(b) Special purpose A.S → Bank accounts maintaining software, Airline Banking system, Railway Reservation Software.