VOCABULARY Complete the quiz questions with the verbs below.

Computing verbs   comment   forward   install   log on   print
~~program~~   rate   search   set up   subscribe   update   upload

How tech-savvy are you?

**Answer 1, 2, 3 or 4 for each question.
Make a note of your scores.**

1 = I don't know what you're talking about.
2 = No, I don't think I can do that.
3 = I've never done that, but I think I know how.
4 = Yes, I can do that.

Do you know how to ...

a ¹*program* a simple game?

b ² _____ a video clip to YouTube?

c use Google to ³ _____ within a specific website?

d ⁴ _____ your profile on a social networking site?

e post, ⁵ _____ on and ⁶ _____
   contributions on a social networking site?

f ⁷ _____ a new email account?

g ⁸ _____ to a Wi-Fi hotspot with your tablet
   or phone when you're away from home?

h ⁹ _____ to a YouTube channel?

i ¹⁰ _____ a text message you've
   received from one friend to another friend?

j ¹¹ _____ a document directly from your phone?

k ¹² _____ an app on your phone?

11–16 You are not at all tech-savvy. That's fine, but be careful not to get left behind! There are lots of ways in which computers and smartphones can make life easier.

17–22 You have a basic knowledge of computer technology, but you'd probably rather make a phone call than send a text, meet face-to-face than chat online, and read a paper book than use an e-reader.

23–33 You understand technology and are pretty good at using it. You probably aren't the first to hear about new gadgets, apps and websites, but you are willing and quick to learn.

34–44 You are plugged in – a real computer geek! You can handle any gadget or software. That's fantastic, but make sure there's lots of personal contact with friends and family in your life too.

🎧 **2.14** **VOCABULARY** Match a–e with 1–5 and f–j with 6–10. Then listen and check. `Записати складені фрази під номером у табличку нижче`

Computing: useful collocations

1	open / close	a	the trash, the recycle bin
2	save	b	a page, a menu, a document
3	enter	c	your password, your username, your name, your address
4	scroll up / down	d	a document, a file, a photo, your work
5	empty	e	an app, a new window, a folder, a file, a document
6	check / uncheck	f	a link
7	follow	g	a box
8	copy and paste	h	a button, an icon, a link
9	create	i	text, a photo, a file, a document, a link, a folder
10	click / double click on	j	an account, a document, a file, a link, a folder

1.	6.
2.	7.
3.	8.
4.	9.
5.	10.

2.15 Listen to three helpline dialogues. Circle the correct answers (a–c).

1 The customer doesn't know how to
   a enter his payment details.
   b add items to the basket.
   c get money off something he wants to buy.

2 The technical support assistant advises the woman to
   a send the email to the bank, then remove it from her computer.
   b click on the link in the email.
   c choose a new password.

3 The man can
   a send emails, but can't receive them.
   b receive emails, but can't send them.
   c send and receive emails from one email account, but not from another.

RECYCLE! Imperatives

We form imperatives with the infinitive of the verb without *to*. We form the negative with *don't*.

Please reply to my email. Don't click on that link.

We put *always* and *never* before the verb in affirmative imperatives.

Never click on links in spam email.

2.15 Read the Recycle! box. Then listen again and complete the sentences with the affirmative or negative imperative of the verbs below.

click on   delete   enter   follow   log on

Dialogue 1
¹_____ that button just yet. ²_____ the discount code first.

Dialogue 2
And then you should ³_____ the email. And whatever you do, ⁴_____ any links contained in the email.

Dialogue 3
⁵_____ to your email account. Once you've got it, you can reset your password.