

Lesson 9

WORDS TO LEARN

disk
facilitate
network
popularity
process
replace
revolution
sharp
skill
software
store
technically

Electronics

Study the following definitions and examples.

1. **disk** n., an object used to store digital information
 - a. The head of the optical disk reader was dirty.
 - b. Rewritable compact discs are more expensive than read-only CDs.
2. **facilitate** v., to make easier
 - a. The computer program facilitated the scheduling of appointments.
 - b. The director tried to facilitate the transition to the new policy by meeting with all staff who would be affected.
3. **network** v., to connect; to broadcast; n., an interconnected group or system over a radio or TV; to engage in informal communication
 - a. The recent graduate networked with her mother's coworkers.
 - b. We set up a new network in my office to share files.
4. **popularity** n., the state of being widely admired, sought, or accepted
 - a. After the new commercials began running, the popularity of the batteries increased significantly.
 - b. This brand of computers is extremely popular among college students.
5. **process** v., to put through a series of actions or prescribed procedure; n., a series of operations or actions to bring about a result
 - a. I've processed the data I collected and have gotten some interesting results.
 - b. There is a process for determining why your computer is malfunctioning.
6. **replace** v., to put back in a former place or position; to take the place of
 - a. I've replaced the hard drive that was malfunctioning.
 - b. We have been looking for three months and we've found no one who can replace our former administrator.
7. **revolution** n., a sudden or momentous change in a situation; a single complete cycle
 - a. We see a revolution in the computer field almost every day.
 - b. My CD player is broken; the disk cannot make a complete revolution around the magnet.
8. **sharp** adj., abrupt or acute; smart
 - a. There was a sharp decline in calls to the help desk after we upgraded each employee's computer.
 - b. The new employee proved how sharp she was when she mastered the new program in a few days.
9. **skill** n., a developed ability
 - a. The software developer has excellent technical skills and would be an asset to our software programming team.
 - b. Salman's job as designer of electronic tools makes good use of his manual dexterity skills.
10. **software** n., the programs for a computer
 - a. This software allows me to integrate tables and spreadsheets into my reports.
 - b. Many computers come pre-loaded with software.
11. **store** v., to keep
 - a. You can store more data on a zip drive.
 - b. We store the master disks in the fireproof safe.
12. **technically** adv., with specialized skill or knowledge
 - a. Technically speaking, the virus infected only script files.
 - b. The office was finally up-to-speed technically.

WORDS IN CONTEXT

Read the following passage and write the words in the blanks below.

disks	popular	revolutionize	software
facilitated	processing	sharply	storage
networks	replace	skills	technical

By the mid-1980s, virtually all U.S. businesses owned at least one computer. Prices of computers declined (1) _____ over the next few years, resulting in a surge in popularity. At the same time, offices started to rely on (2) _____, which (3) _____ the sharing and processing of data. Such data (4) _____ was made possible by improvements in both the hardware and software industries.

More recently, data storage (5) _____ have undergone their own revolution. Because of (6) _____ advancements, the (7) _____ capacity of a compact disc increased significantly.

In addition, manufacturers of (8) _____ offer competitive upgrades to (9) _____ competitors' products.

Virtually all office workers today are trained in the most (10) _____ word processing software.

Computers repeatedly (11) _____ the workplace, and everyone, no matter how accomplished he or she is with other (12) _____, needs to stay abreast of major trends in computer development.

WORD FAMILIES

verb	popularize	The Internet has popularized last-minute travel.
noun	popularity	The popularity of the product was extremely short-lived, and it soon disappeared from the store shelves.
adjective	popular	The new computer program was extremely popular, and people asked for it at all the stores.

verb	replace	I replaced your music CDs that I borrowed from your desk last week.
noun	replacement	A replacement for this damaged computer will not be cheap.
adjective	replaceable	That hard disk is not easily replaceable.

verb	revolutionized	Using diamond has revolutionized the pressure sensor industry during the last decade.
noun	revolution	The revolution in electronics technology has allowed products such as phones to get smaller and more portable.
adjective	revolutionary	The Internet is revolutionary in how it has changed the way we communicate.

noun	skill	Her marketing skills inspired Jason to return to school for his MBA.
adjective	skilled	Our carpenters are skilled in everything from cabinetry to furniture making.
adverb	skillfully	He negotiates so skillfully that both parties end up feeling that they've gotten what they wanted.

verb	store	He stored too much information on the hard drive, making the computer sluggish.
noun	store	The store's inventory has to be entered manually into the database.
noun	storage	The storage closet is where you will find all our office supplies.

adverb	technically	Technically, she was fired from her job.
adjective	technical	The computer can only be repaired by someone with technical knowledge.
noun	technicality	After we go over these minor technicalities, the agreement will be set.

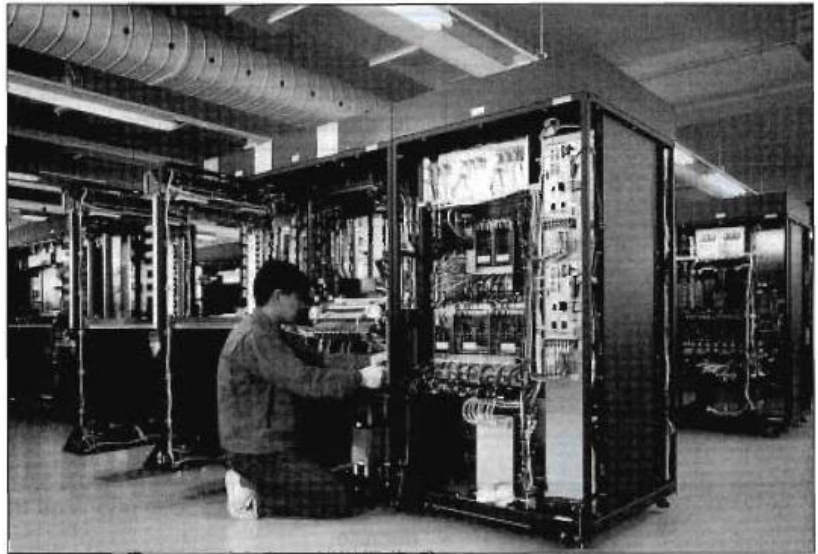
WORD PRACTICE

LISTENING COMPREHENSION



Part 1 Photo

Look at the picture and listen to the sentences. Choose the sentence that best describes the picture.



1. (A) (B) (C) (D)

Part 2 Question–Response

Listen to the question and the three responses. Choose the response that best answers the question.

2. (A) (B) (C) 3. (A) (B) (C)

Part 3 Conversation

Listen to the dialogue. Then read each question and choose the best response.

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| <p>4. Why can't the woman retrieve her file?</p> <p>(A) She doesn't know how.</p> <p>(B) She forgot its name.</p> <p>(C) It was accidentally deleted.</p> <p>(D) She can't remember where it's stored.</p> | <p>6. What does the man suggest the woman should do?</p> <p>(A) Figure it out herself.</p> <p>(B) Let him help her.</p> <p>(C) Improve her skills.</p> <p>(D) Get help from the IT department.</p> |
| <p>5. Why does she need the file?</p> <p>(A) To do her accounts.</p> <p>(B) To report the news.</p> <p>(C) To finish her proposal.</p> <p>(D) To get information about a store.</p> | |

Part 4 Talk

Listen to the talk. Then read each question and choose the best answer.

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|---|---|
| <p>7. What is the speaker's opinion of the process of downloading software?</p> <p>(A) Anyone can do it.</p> <p>(B) It requires technical skills.</p> <p>(C) It's easiest if you download from a remote server.</p> <p>(D) It's time-consuming.</p> | <p>9. What will the listeners do next?</p> <p>(A) Look at a chart.</p> <p>(B) Turn on their computers.</p> <p>(C) Connect to the Internet.</p> <p>(D) Type a web address.</p> |
| <p>8. Who is the intended audience for this talk?</p> <p>(A) Computer technicians.</p> <p>(B) Network managers.</p> <p>(C) New computer users.</p> <p>(D) Software writers.</p> | |

READING**Part 5 Incomplete Sentences**

Choose the word that best completes the sentence.

10. The _____ of the new computer network was apparent among the employees after only a few months.
(A) popular (C) popularity
(B) popularize (D) population
11. We will _____ all of our outdated software with the newest versions.
(A) replacement (C) replaceable
(B) replaced (D) replace
12. There is a _____ approach to software design integration that all the big software developers are currently learning.
(A) revolutionized (C) revolution
(B) revolutionary (D) revolt
13. While Fabio's _____ with computers surpasses the technicians, he is unable to communicate his personal needs to the office manager.
(A) skill (C) skillful
(B) skilled (D) skillfully
14. The hard disk can _____ up to 25 gigabytes of data.
(A) stores (C) store
(B) storage (D) storing
15. The newspaper article on the development of new fiber-optic cables was so full of _____ language that nobody could understand it.
(A) technical (C) technicality
(B) technically (D) technique

Part 6 Text Completion

Computer technology has brought about a 16 in the workplace. Now employees all around the country do all or part of their jobs from home. This phenomenon is called telecommuting and has been made possible by the widespread use of the Internet. Telecommuting has become 17 among employees, although the reactions of employers are mixed. Some like telecommuting and some don't. But most agree that it facilitates work for employees who live at a distance from the worksite. Telecommuting enables companies to keep skilled employees who move out of the area or who have family obligations that require them to stay close to home. 18 the regular nine-to-five office job? Probably not entirely, but we are sure to see more and more of it in the future.

16. (A) revolted
(B) revolution
(C) revolutionary
(D) revolutionize
17. (A) sharp
(B) technical
(C) popular
(D) replaceable
18. (A) It replaces
(B) It will replace
(C) Will it replace
(D) Will it be replaced by

Part 7 Reading Comprehension

Questions 19–23 refer to the following two e-mails.

To: mary@acme.com
 From: fred@acme.com
 Subject: software training

Mary,

As you know, we have decided to replace our old software with a new program that will facilitate our work better. Although the new software is not technically difficult to use, it is significantly different from our old software. The entire staff will need to be trained to use it. Of course, not everyone can attend a training session together, because we need some staff members to be in the office at all times. The trainer suggests that each person attend one training session and one follow-up session. The sessions will last three to four hours each. The trainer can be here once a week. Please develop a training schedule so that everyone can be trained over the next two months. Thank you.

Fred

To: fred@acme.com
 From: mary@acme.com
 Subject: re: software training

Fred,

I have written up a schedule that will facilitate the training process. There will be eight weekly training sessions all together. Since we have four departments, the easiest way is to send one person from each department to each training session during the first month. Of course it will be a different person each week. We can repeat the process during the second month for the follow up sessions. This way everyone will have a chance to develop their skills on the new software. I am attaching a copy of the schedule. Please let me know what you think.

Mary

19. What is true about the new software?
 - (A) It's difficult to use.
 - (B) It's very different from the old software.
 - (C) It requires many months of training.
 - (D) It's very expensive.
20. Which staff members will be trained to use the new software?
 - (A) Just one from each department.
 - (B) Fred and Mary only.
 - (C) Only four of them.
 - (D) All of them.
21. How many training sessions will each person attend?
 - (A) One.
 - (B) Two.
 - (C) Four.
 - (D) Eight.
22. The word *skills* in line 9 of the second e-mail is closest in meaning to
 - (A) abilities
 - (B) opportunities
 - (C) tasks
 - (D) ideas
23. The word *replace* in line 1 of the first e-mail is closest in meaning to
 - (A) sell
 - (B) change
 - (C) keep
 - (D) locate