

- **Actuator:** this is a type of motor that controls a mechanism or system.
- **Alignment:** positioning text so that it is in line, for example on the left, right or centre.
- **Alpha testing:** initial testing of the software by a limited group of people.
- **Analogue:** this is the smooth stream of data that we process on a daily basis.
- **Animation:** a series of images are played one after each other to simulate movement.
- **Array:** a data structure that can store multiple items under one identifier.
- **Artificial intelligence:** computer systems that perform tasks that normally require human intelligence.
- **Assignment:** providing a value to a variable.
- **Attribute:** a category of information within an entity.
- **Bandwidth:** the range of frequencies available for a communication method which determines the transmission rate; the amount of data that can be transmitted at one time.
- **Beta testing:** a sample of users test a pre-release version of the software.
- **Biometrics:** the measurement of a person's physical characteristics; unique physical characteristic of a person that can be used by a computer for identification purposes.
- **Bitmap:** an image made up of small squares, called pixels. Each individual pixel can only be one colour.
- **Bit rate:** the number of bits that can be transferred per second.
- **Black box testing:** testing of inputs and outputs to a system or part of a system with no consideration for the workings of the system.
- **Bluetooth:** a short-range wireless communication standard.
- **Bridge:** connects two LANs.
- **Broadband:** a method of faster data transmission that can carry several channels of data at once.
- **CAD:** computer-aided design.
- **CAM:** computer-aided manufacture.
- **Cell:** a rectangle within a spreadsheet where data can be positioned; the geographical area covered by a radio transmitter.
- **Chaining:** combining together instructions.
- **Circuit switching:** a single communication path is opened for the duration of data transmission.
- **Client:** a computer that is connected to a server.

- **Closure:** completion of a project.
- **Cloud computing:** using remote servers hosted on the internet to store data.
- **Coding:** representing data by assigning a code to it for classification or identification.
- **Collaboration:** working together.
- **Compiler:** translates high-level programming language into an executable file in machine code.
- **Composite key:** two or more fields that form the primary key.
- **Conception:** start of a project.
- **Condition:** a statement that can be evaluated as true or false, for example $5 > 6$.
- **Confidential:** needs to be kept secret.
- **Construct:** a control structure, such as a loop or a conditional statement.
- **Critical path:** the tasks which must be completed on time for a project to complete on time.
- **Custom-written:** software that is written especially to meet the requirements of a client.
- **Data:** raw numbers, letters, symbols, sounds or images without meaning.
- **Database:** a structured method of storing data.
- **Database management system:** software used to manage a database.
- **Data dictionary:** metadata (information) about the database.
- **Data type:** the type of data being stored, for example a number, string (text).
- **Demographic:** a particular section of a population.
- **Design specification:** illustration of how the system will look, what the data structures will be and how the system will work.
- **Device:** a hardware component of a computer system consisting of electronic components.
- **DFD:** data flow diagram which shows how data moves around a system.
- **Diagnosis:** identifying a problem or illness by analysis the symptoms.
- **Digital divide:** the separation between those that have access to technologies and the Internet and those that do not.
- **Direct data source:** data that is collected for the purpose for which it will be used.
- **DPI/dots per inch:** the resolution of an image.
- **Dynamic data:** data that changes automatically without user intervention.

- **E-commerce:** business that is conducted electronically.
- **Economic:** relating to a country in terms of their production and consumption of goods and services.
- **Encoding:** storing data in a specific format.
- **Encryption:** scrambling data so it cannot be understood without a decryption key to make it unreadable if intercepted.
- **Entity:** a set of data about one thing (person, place, object or event).
- **Entity relationship diagram:** a diagram that represents the relationships between entities.
- **Execution:** the development stage of a project.
- **Export:** to prepare data for use in another application.
- **Fibre optic:** a fine strand of glass that transmits data as light beams.
- **Field:** a category of information; a common word for attribute; an individual item of data in a database, for example forename.
- **Filter:** selecting records from the source file based on conditions; an effect, often colour related, that can be applied to a clip.
- **Firewall:** prevents external users gaining unauthorized access to a computer system.
- **Flat file:** a database stored in a single table.
- **Foreign key:** a field in a table that refers to the primary key in another table.
- **Formula:** a mathematical calculation using +, -, x or ÷
- **Frame:** one screen, or page, where an image is drawn. A series of these frames are played one after the other to create the animation.
- **Function:** a separate piece of code that has an identifier and performs a task, it can be called from elsewhere in the code and returns a value; a ready-made formula representing a complex calculation.
- **Gantt chart:** a chart used for planning a project.
- **Gateway:** connects two different types of networks.
- **GPS:** global positioning system which uses satellites to determine the current location.
- **Hardware:** a physical component of a computer system.
- **Heuristic:** discovering knowledge through experience.
- **HTTPS:** hypertext transfer protocol secure.
- **Hub:** connects devices on a network in a passive manner.

- **Humidity:** the amount of water in the atmosphere.
- **Hyperlink:** a link that can be clicked to locate to another place in a document, or a different document entirely.
- **Identifier:** a name given to a variable or function.
- **Import:** to bring in data from another application.
- **Indirect data source:** data that was collected for a different purpose (secondary source).
- **Information:** data with context and meaning.
- **Infrared/IR:** a wave of light that is invisible to the naked human eye, emitted by an object; used by remote controls.
- **Infrastructure:** the physical structures that are needed for a service or operation.
- **Input device:** a device that allows data to be entered into a computer system.
- **Internet service provider/ISP:** A company that provides access to the Internet.
- **Interpreter:** translates high-level programming language into machine code one line of source code at a time.
- **Iteration:** a loop, to repeat.
- **Key:** a sequence or algorithm used to encrypt or decrypt data.
- **Key frame:** a frame that has a change in the animation, for example a drawing has changed, or the start or end of a tween.
- **Knowledge:** information to which human experience has been applied.
- **LAN:** local area network which connects devices in a single building or campus.
- **Laser:** an intense beam of light used for transmitting data.
- **Layer:** an object or image given its own timeline for independent manipulation.
- **Legitimate:** looks like the real standard a document would have.
- **Mail merge:** the automatic addition of data, such as names and addresses, from a source file into a master document, such as a letter.
- **Maintenance:** changes made to a system after its implementation.
- **Malicious code:** code that is intended to harm a computer.
- **Malware:** malicious software.
- **Management information system:** a system that provides summary data for management to enable them to make decisions.
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- **Master document:** the main document that will be used for all records.
- **Message switching:** a method of transmitting data through intelligent nodes.
- **Microprocessor:** an integrated circuit used in monitoring and control technologies.
- **Microwave:** an electromagnetic wave of energy.
- **Model:** a representation of a process.
- **Morphing:** another term for shape tweening. One image changes into another image.
- **Network:** a set of computers and devices connected together so they can communicate and share resources.
- **Network architecture:** the design of a network.
- **NFC:** near field communication.
- **NIC:** network interface card which connects the motherboard of a device to a network cable.
- **Non-volatile:** data remains when there is no power.
- **Normal form:** the extent to which a database has been normalized.
- **Normalisation:** process of structuring data in a database.
- **Object:** an image, or combination of images, that is manipulated as one item.
- **Off -the-shelf:** general purpose software available to a large market.
- **Opacity:** the lack of transparency in an image, or part of an image.
- **Operating system:** software that manages the hardware within a computer system.
- **Operator:** a symbol, or set of symbols that performs an image.
- **Orientation:** the direction of text, for example horizontal or vertical.
- **Output device:** a device used to communicate data or information from a computer system.
- **Packet:** a set of bits which represent data to be transmitted.
- **Packet switching:** data that is broken down into packets are sent through different routes and reassembled by the recipient.
- **Parameter:** data used within the criteria for a query.
- **Peer:** a computer in a network that is not connected to a server and does not control another computer.
- **Photoresistor:** this is a light controlled resistor.
- **Piezoresistance:** a specific level of electrical charge that is linked to a

specific level of resistance or pressure.

- **Pitch:** the highness or lowness of a tone.
- **Pixel:** a very small square of one colour that is illuminated on a display screen. These are combined to create a bitmap image.
- **Pixelate:** when a bitmap image is enlarged, the pixels are enlarged and become visible causing the image to appear blurry.
- **Predecessor:** a task in a project that must be completed before another task can start.
- **Primary key:** a field that contains the unique identifier for a record.
- **Private key:** used in encryption to decrypt data.
- **Prompt:** a question asked to the user which requires a response.
- **Proof reading:** checking information manually.
- **Protocol:** a set of rules that ensure data is transferred between devices correctly.
- **Prototype:** a 'mock-up' of a software or manufactured solution.
- **Public key:** used in encryption to encrypt data.
- **Query:** a question used to retrieve data from a database.
- **RAD:** rapid application development.
- **Record:** a common word for entity.
- **Referential integrity:** data in the foreign key of the table on the many side of a relationship must exist in the primary key of the table on the one side of a relationship.
- **Relationship:** the way in which two entities in two different tables are connected.
- **Rendering:** combining the effects created in a video file to create an output video file.
- **Repeater:** amplifies the signal on a network cable.
- **Requirements specification:** what a user needs a new system to do.
- **Resolution:** the number of pixels per measurement of the image, for example DPI.
- **RFID:** radio-frequency identification.
- **Router:** a switch which can forward data to the correct location in the most efficient manner.
- **Satellite:** an object in space that follows an orbital path.
- **Sensor:** a device that records data about the physical environment that surrounds it.

- **Server:** a computer on a network which provides resources that can be used by client devices.
- **Simulation:** using a model to predict real-life behavior.
- **Software:** programs which give instructions to the computer.
- **Source file:** the file containing the data that will be merged into the master document.
- **Spyware:** malicious software that records what a user is doing on a computer system.
- **Static data:** data that does not normally change.
- **Storage device:** a device used to store data onto storage medium.
- **Storage medium:** the medium on which data is stored.
- **Streaming:** a method of displaying sound or video without waiting for the whole file to be downloaded.
- **Switch:** connects devices on a network in an active manner.
- **System flowchart:** an overview of how a system works in a diagrammatic format.
- **System specification:** the hardware and software needed to run the system.
- **Table:** a set of similar data (about people, places, objects or events).
- **TCP/IP:** a communication protocol used by the Internet.
- **Teleworking:** working from home using technologies to keep in contact with an employer.
- **Test data:** data that will be used for testing a system.
- **Track:** a single audio section in a sound or video file.
- **Transaction:** a collection of data that is exchanged; the action of buying or selling an item or service.
- **Transition:** the movement from one clip to the next.
- **Tunnelling protocol:** a tunnel between two points on a network that is governed by a set of rules.
- **Tween:** an animation where the start and end points are set. The computer generates the actual changes to make the animation smooth.
- **User interface:** communication between the user and the computer system.
- **Utility software:** software that performs some sort of maintenance on the computer system.
- **Validation:** the process of checking data matches acceptable rules.
- **Variable:** a space in memory that is given an identifier where data can be stored and changed.

- **Vector:** an image that uses geometric points and shapes. Calculations are used to draw the image.
- **Verification:** ensuring data entered into the system matches the original source.
- **Verify:** to check that data matches the original data.
- **Virus:** software that replicates itself between computer systems and is designed to cause disruption to a computer system.
- **Volatile:** data is lost when there is no power.
- **WAN:** wide area network which connects devices that are geographically remote.
- **Web browser:** a software application for retrieving and presenting information on the World Wide Web.
- **White box testing:** testing the whole system in terms of structure and logic covering all paths through the system.
- **Wi-Fi:** wireless Ethernet which allows devices on a LAN to connect wirelessly.
- **Wireless access point:** connects Wi-Fi enabled devices to a network.