

Tech 101: Frequently Used Terminology

- **App** – abbreviation for application. An app is a piece of software or program for use on the Internet via computers, cell phones, tablets and other electronic devices. Popular apps include: those that allow users to access their email (Gmail and Yahoo Mail) or **social media** accounts (Facebook, Instagram, Twitter); check the weather (WeatherBug); listen to music (Apple Music, Spotify); and shop online (Amazon, eBay).
- **Assistive Technology** – any device, equipment, item, product, or service used to increase, maintain, or improve accessibility. Examples include: hearing aids, walkers, talking **GPS**, etc.
- **Attachment** – a file (e.g., document, photo) that is sent with an email.
- **Anti-spyware Software** – computer software used to prevent, detect and remove **spyware**.
- **Anti-virus Software** – computer software that is used to prevent, detect and remove **malware**.
- **Bitcoin** – a digital currency (also called **crypto-currency**) that is not backed by any country's central bank or government. Bitcoins can be traded for goods or services with vendors who accept Bitcoins as payment.
- **Bluetooth** – wireless technology that allows two devices, like cell phones or computers, to communicate without cords.
- **Cache** – a collection of data that can be accessed at a later date. For example: a website may be updated to include new information, but previous versions of the website will be available for viewing in the online cache.

- **Computer Cache** – also known as **cache memory**, refers to a part of a computer's memory where information is kept so that the computer can find it very quickly.
- **Computer Hardware** – also known as **hardware**, refers to the external physical elements of a computer (e.g., keyboard, monitor, mouse).
- **Computer Software** – also known as **software**, refers to the installed programs that direct the operations of a computer.
- **Computer Virus** – a computer program developed to harm computers by deleting data or removing files, then spreading secretly from one computer to another. See also **malware**.
- **Cookie** – information that a site saves to your computer using your web browser. A cookie allows a site to record your browsing activities.
- **Crypto-Currency** – any form of currency that only exists digitally (see also **bitcoin**)
- **Cyberbullying** – the act of using electronic communication to threaten or intimidate another person.
- **Digital Footprint** – the data trail that is created by using the Internet, including website visits, emails, attachments, photos, social media posts, etc.
- **Doxing** – the process of gathering and distributing information about a person or business through online searches of databases, social media profiles, etc.
- **Enhanced 911 or E911** – a system that allows for the location of a person calling 911 on their cell phone to be accessible by the 911 call center.
- **Electronic Device** – also known as a **device**, may refer to any type of electronic equipment such as smartphones, tablets, laptop computers, e-readers, and MP3 players.
- **Email** – electronic messages distributed by electronic means from one **PC** user to one or more recipients.
- **Firewall** – hardware or software that is used to prevent unauthorized users from accessing a computer or network.
- **Geotagging** – adding geographical identification to media such as photographs, videos and websites.

- **GPS** – Global Positioning System, developed by the U.S. military, is a space-based satellite navigation system. GPS is capable of providing precise information about the location, speed and direction of a receiver.
- **HTTP** – HyperText Transfer Protocol. Websites that use the standard HTTP protocol transmit and receive data in an unsecured manner.
- **HTTPS** – HyperText Transfer Protocol over SSL (Secure Socket Layer). Websites use the HTTPS protocol for security purposes. With HTTPS, data is encrypted so that it cannot be read by anyone except the recipient. Some websites that commonly use HTTPS include those that require logins, e-commerce websites and banks or other financial institutions.
- **Internet** – an electronic communications system that connects computers and computer networks around the world.
- **Malware** – also known as **malicious software**, refers to any computer program developed to harm, disrupt or disable cell phones, computers, devices, etc.
- **Netbook** – small laptop computer with basic computing functions.
- **Offline** – not connected to a computer, computer network or the Internet.
- **Online** – connected to a computer, computer network or the Internet.
- **PC** – personal computer
- **Phishing** – defrauding an online account holder by sending legitimate-looking messages to obtain personal and/or financial information.
- **Privacy Mode** – also known as **private browsing** or **incognito mode**, is a privacy feature in some web browsers, which when enabled, prevents a browser from storing information from a selected browsing session.
- **Search Engine Index** – data that is collected and stored to improve the speed and performance of web searches. Without an index, a web search could take hours instead of seconds.
- **Smartphone** – a cellular phone that also often features computer functions such as email and Web browsing, as well as text messaging, a camera and MP3 player.



- **Social Media** – term used to describe how the Internet, technology, and social interaction come together to create online communities for people to share information.
- **Social Media Tool** – Internet technology and/or website that allows people to interact with one another online, such as:
 - **Blog** – a website where an individual or group of users record opinions, information, etc. on a regular basis and share those posts with others who read or subscribe to their blog.
 - **Chat Room** – an online, real-time and interactive forum that allows people to send messages or chat instantly over the Internet.
 - **IM or Instant Messaging** – a system for sending messages instantly over the Internet from one computer to another computer.
 - **Internet Forum** – an online discussion site that allows people to read and post messages for others. Also known as a **Message Board**.
 - **Microblog** – a form of blogging that allows users to post or blog short messages which can be viewed and reposted by other users. A microblog post can be a maximum of 140 characters. The most popular microblog is Twitter.
 - **Photosharing/Videosharing Website** – allows users to upload, publish, and share digital photographs or video clips. Popular sites are: Flickr, Instagram, Periscope, Pinterest, Snapchat, Vimeo, and YouTube.
 - **Podcast** – an audio program, usually consisting of music or talk, that is available in a digital format for automatic download over the Internet.
 - **Social Networking Site** – an interactive website with message boards, group spaces, events, and chat spaces, which allow users to connect and share information with “friends” or “connections” and to leave/view comments on a user’s page. Some popular social networking websites include: Ello, Facebook, Google+, LinkedIn, and Older is Wiser.
- **Spam** – unsolicited commercial email.
- **Spyware** – a computer software program or hardware device that enables an unauthorized person to secretly monitor and gather information about a person and his/her computer use.

- **Tablet** – a portable computer that is primarily operated by touchscreen.
- **Text Messaging** – electronic communications that are sent and received via cell phone.
- **Web Archiving** – a process of collecting web pages, web data, images and videos to ensure the information is preserved in an archive for future access.
- **Web Browser** – a computer program used for accessing sites or information on the World Wide Web.
- **Web Cache** – memory that temporarily stores search results such as web pages and images.
- **Web Index** – much like a book index, a web index helps website visitors to quickly locate precise information within the site.
- **Webpage** – a document on the World Wide Web.
- **Website** – a collection of webpages.
- **World Wide Web** – abbreviated as www or W3 and also known as the web refers to a collection of text documents and other resources, linked by hyperlinks and URLs, usually accessed by web browsers.