



MEMORY SHEET

Digital Glossary by theme

BASIC COMPUTING

Digital: Anything that uses a computer or the Internet.

Computer: Device that allows you to do many things (write, search the Internet, etc.).

Keyboard: Tool for writing letters and numbers on the computer.

Mouse: Small device that moves the arrow on the screen.

Screen: Part of the computer where we see what we are doing.

File: Document on the computer (text, photo, video, etc.).

Folder: "Box" in the computer for storing files.

Desktop: On-screen work area

Save: Keep a file so as to not lose it.

Hard drive: Where files are stored in the computer.

USB flash drive: Small object for transporting files from one computer to another.



SOFTWARE

Operating System: The main program that runs the device (e.g. Windows, Android).

Application: Small program to do a task (e.g.: write, watch videos, check the weather.).

Internet browser: Program used to access the Internet (e.g. Chrome, Firefox).

Word processor: Application for writing texts (e.g. Word, Google Docs).

INTERNET AND NAVIGATION

Internet: Network that connects all the computers in the world.

Website: A page or group of pages that you visit on the Internet.

Link: Word or button that you click to go somewhere else.

Internet address (URL): A series of words or letters to find a site (e.g.: www.example.fr).

Search engine: Site for searching for information (e.g. Google).

Wi-Fi: Wireless connection to go on the Internet.

Cache: Memory that stores visited pages to load them faster.

DIGITAL COMMUNICATION

E-mail: Message sent over the Internet.

Mailbox: Place where you read your emails.

- Attachment: File sent with an email.
- Webmail: Email box that you use with a browser (e.g. Gmail).
- Spam: Unwanted messages, often advertising or scams.

Thread: A series of messages between people.

Instant messaging: Application for sending instantaneous messages (e.g. WhatsApp).

- Social network: Site where you communicate with others (e.g. Facebook, Instagram).



IT SECURITY

Username: Name or email to log in.

- Password: Secret code to protect your account.
- Download: Copy on your device a file from the Internet.
- Login / Logout: Log in or out of a site or service.
- Double security: Method to be sure it is you (two steps).
- Antivirus: Program that protects against computer viruses.
- Phishing: Scam to steal your information with a fake message.
- Secure connection (https): Protected connection (often with a small padlock).

ONLINE STORAGE

Cloud: A place on the Internet where you store your files.

Backup: Make a copy of your files so you don't lose them.

Synchronization: Automatically update files across multiple devices.

Platform: Site that brings together several services (e.g. YouTube, Zoom).

- Online service: Service that can be done online (e.g.: tax return, banking).

ADVANCED NOTIONS

Data: Numerical information (e.g. first name, date, etc.).

Artificial Intelligence (AI): A program that “mimics” the way humans think.

- Algorithm: A series of steps to solve a problem.
- Code: Language used to tell the computer what to do.
- Fake news: False information on the Internet.
- Reliable Source: A trustworthy site or person.



ROUTINE MANIPULATIONS

Click: Press with the mouse.

- Scroll: Go down or up a page.
- Window: Frame that opens on the screen.
- Drag and drop: Move a file with the mouse.
- Icon: Small drawing that represents an application.

OTHER USEFUL NOTIONS

Bluetooth: Technology for connecting devices wirelessly.

- Peripheral: Object connected to the computer (e.g. printer).
- Digital footprint: Traces we leave on the Internet.
- Confidentiality: Protection of personal information.
- Hashtag (#): Keyword for finding content on social networks.