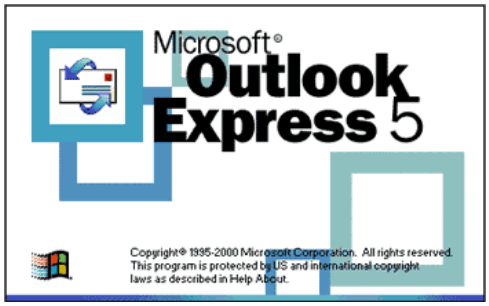
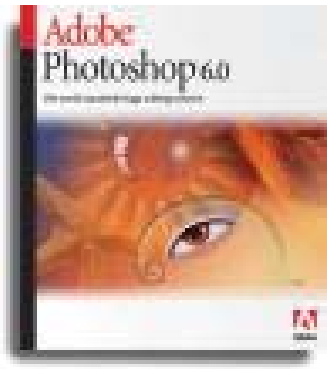
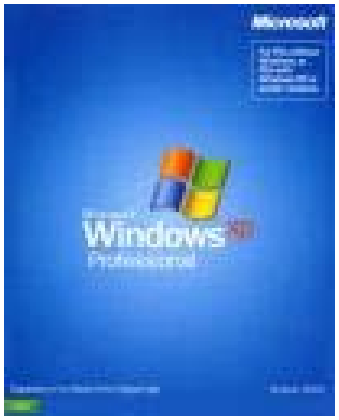
Matching tasks to software

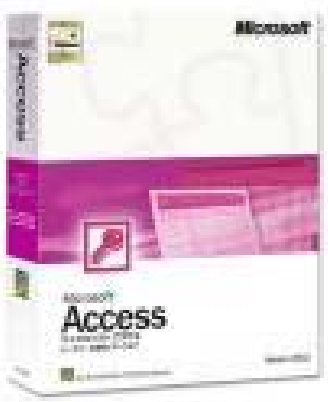
This sheet could be laminated prior to cutting the images out.

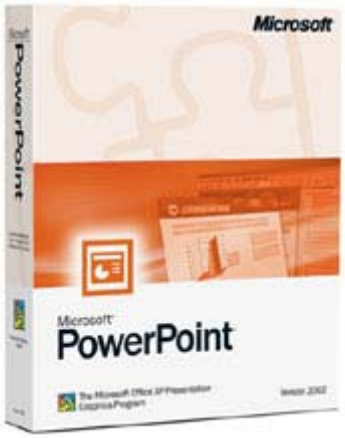
Ask students to match up the tasks in the table on the next sheet to the most appropriate software here.

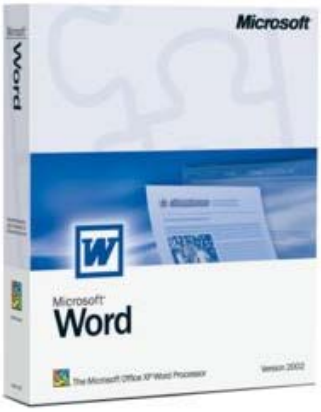


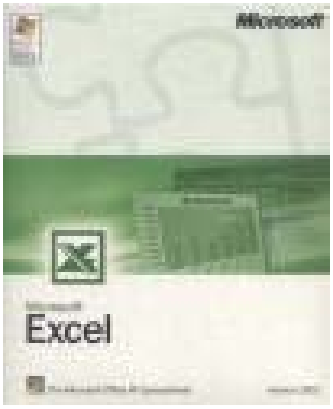












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Tasks
These could be laminated prior to cutting them out.

Put students into pairs and get them to match up the tasks to the appropriate software.

Sending an e-mail	Making a business card
Browsing the internet	Creating a calendar
Editing an image	Creating a poster
Creating a logo	Keeping personal records of the students

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Enabling software and hardware to communicate	Setting up a list of customer details
Sharing out the computer memory	A presentation about computers
Communicating with peripherals e.g. printers	Creating a set of handouts to give out with a presentation
Manages network security e.g. user names and passwords	Writing a letter
Creating a Christmas card	Writing a report

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Making an advertising leaflet	Keeping track of costs for a concert
Creating a chart	Writing formulae
Creating a timetable	Storing all of the phone numbers in the UK

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