Glossary

affiliate [N-COUNT-U15] An **affiliate** is a person or business that directs Internet traffic to a business's website in exchange for a percentage of sales. jednostka stowarzyszona (osoba lub firma kierująca ruch internetowy na stronę innej firmy w zamian za udział w zyskach)

appearance [N-UNCOUNT-U12] **Appearance** is the way that a webpage looks. wygląd

attachment [N-COUNT-U8] An **attachment** is a file that is sent with an email. załącznik

bandwidth [N-UNCOUNT-U14] **Bandwidth** is a measurement of the amount of information that a computer network can send or receive. High bandwidth allows images and websites to load quickly on the Internet. przepustowość łącza

banner [N-COUNT-U15] A **banner** is a rectangular graphic on a website that advertises a business. banner reklamowy

brick and mortar [N-COUNT-U15] A **brick and mortar** is a business that operates in a physical location instead of online. tradycyjna firma (niedziałająca w internecie)

case [N-COUNT-U3] A **case** is an enclosure that holds the computer's components. obudowa komputera

CAT-5 cable [N-COUNT-U5] **CAT-5** (Category 5) **cables** are the standard cables that connect computers to networks. kable CAT-5

cell [N-COUNT-U11] A **cell** is a unit of a spreadsheet that holds a piece of information. komórka (w tabeli)

certificate authority [N-COUNT-U15] A **certificate authority** is an organization that creates, offers and verifies reliable digital certificates. podmiot nadający certyfikaty

clip art [N-UNCOUNT-U13] **Clip art** is electronic artwork that can be used in publications. klipart

code [N-UNCOUNT-U1] **Code** is a set of words and signs that give instructions to a computer. kod (programu komputerowego)

codec [N-COUNT-U14] A **codec** is a piece of videoconferencing equipment. It encodes outgoing analog signals into digital form and decodes them when they come in. koder-dekoder, układ kodująco-dekodujący

coding [N-UNCOUNT-U12] **Coding** is the programming language that makes up a website. kodowanie

compatibility [N-UNCOUNT-U7] **Compatibility** is the ability of a type of system or software to work with a different one. kompatybilność

comprehensive layout [N-COUNT-U13] A **comprehensive layout** is the stage of a nearly complete version of a page layout of a publication. wstępna wersja publikacji prezentowana klientowi

configuration [N-UNCOUNT-U5] The router **configuration** is part of the network setup process. It specifies the route settings, the correct IP addresses, passwords, Wi-Fi® channel and band, etc. konfiguracja

content [N-UNCOUNT-U12] **Content** is the material on a webpage, including text and graphics. zawartość

contrast [N-UNCOUNT-U10] **Contrast** is the amount of difference between the dark areas and light areas of an image. kontrast

crop [V-T-U10] To **crop** an image is to cut off unwanted parts of an image. kadrować, przycinać

CSS [ABBREV-U12] **CSS** (Cascading Style Sheets) is a language that sets the style (e.g. fonts, color, spacing) of HTML elements on a webpage. kaskadowe arkusze stylów

data [N-UNCOUNT-U1] **Data** are information that can be entered and used in a computer. dane

data processing [N-UNCOUNT-U1] **Data processing** is the act of entering, using or manipulating data with computers. przetwarzanie danych

database [N-COUNT-U11] A **database** is a large group of data organized in a computer system. It allows you to search and find information easily. baza danych

database field [N-COUNT-U11] In a database, a **database field** is a category that holds a particular type of information. When this field is grouped together with other related fields, they form a record for a specific subject (e.g. employees' social security status). pole (w bazie danych)

dedicated system [N-COUNT-U14] A **dedicated system** includes all the necessary components of videoconferencing together as a set. system zindywidualizowany

desktop [N-COUNT-U6] A **desktop** is everything that a user sees on a computer screen. pulpit

desktop computer [N-COUNT-U2] A **desktop computer** or a desktop is a computer that is small enough to use at a desk, but too big to carry around. komputer stacjonarny

desktop publishing software [N-UNCOUNT-U13] **Desktop publishing software** is a high-end computer program that is used to make page layouts. program edytorski

desktop publishing [N-UNCOUNT-U13] **Desktop publishing** is the art of using page layout software to design finished, printable documents. poligrafia komputerowa (przygotowywanie tekstów i ilustracji do druku)

DHCP [ABBREV-U5] The **DHCP** (Dynamic Host Configuration Protocol) is a TCP/IP protocol system for computer networks to receive IP addresses and other configuration information. protokół DHCP (standard komunikacyjny umożliwiający komputerom uzyskanie od serwera danych konfiguracyjnych)

digital certificate [N-COUNT-U15] A **digital certificate** is an electronic document that proves the ownership of an online business. certyfikat cyfrowy

disk drive [N-COUNT-U3] A **disk drive** is any device that reads and/or writes data to a disk. Some examples include the hard disk drive or removable storage devices. These ones use a magnetic head whereas optical drives use a laser. napęd dyskowy

document [N-COUNT-U7] A **document** is a file created on a word processing program. dokument

document sharing [N-UNCOUNT-U14] **Document sharing** is a feature of some videoconferencing systems. It allows everyone participating in the videoconference to look at and edit the same document. udostępnianie dokumentów

domain name [N-COUNT-U8] A **domain name** is a set of words and letters that identify a company or address on the Internet. nazwa domeny

drag [V-T-U6] To **drag** files, folders or icons is to move them around on a desktop. przeciągać

e-commerce [N-UNCOUNT-U15] **E-commerce** is the purchase or sale of items on the Internet. handel internetowy

echo-cancellation [N-UNCOUNT-U14] **Echo-cancellation** is a process that reduces the amount of echo heard by participants of a videoconference. system redukcji pogłosu (np. w czasie wideokonferencji)

electronic page [N-COUNT-U13] An **electronic page** is software that displays electronic paginated content. strona elektroniczna

electronic paper [N-UNCOUNT-U13] **Electronic paper** is a display device that resembles paper books. papier elektroniczny

electrostatic printing [N-UNCOUNT-U13] **Electrostatic printing** is a method that uses static electricity to print. drukowanie elektrostatyczne

email address [N-COUNT-U8] An **email address** is an online location to which electronic messages can be delivered. adres mailowy

email client [N-COUNT-U8] An **email client** is an offline program that receives, sends and stores a user's email on a specific computer. klient poczty elektronicznej

encode [V-T-U1] To **encode** data is to convert them to a desired form for data transmission, storage, etc. so that no one can read it. kodować

expansion card [N-COUNT-U3] **Expansion cards** are extra circuit boards that are used to increase the functionality of a computer. karta rozszerzenia

exposure [N-UNCOUNT-U10] In photography, the **exposure** is the amount of light that reaches the camera's sensor. czas naświetlania, ekspozycja

fan [N-COUNT-U3] A **fan** moves cool air onto computer components inside the case. wiatrak

FAQs [ABBREV-U15] **FAQs** (Frequently Asked Questions) are a set of questions and answers that are provided on a website to provide users with information that users commonly want to know. często zadawane pytania

folder [N-COUNT-U6] A **folder** holds and organizes files and documents on a computer. folder, katalog

Glossary

font [N-UNCOUNT-U7] **Font** is the style of the typed characters on a document. czcionka

format [N-COUNT-U7] A **format** is a file's type. Different files might not work in different programs or software. format

formatting [N-UNCOUNT-U7] **Formatting** is the style of the words on a document. formatowanie

formula [N-COUNT-U11] A **formula** is any mathematical calculation that you perform in a spreadsheet. formuła, wzór

function [N-COUNT-U11] A **function** is a mathematical instruction that performs a specific calculation in a spreadsheet, such as adding a set of values. funkcja

functionality [N-UNCOUNT-U12] **Functionality** is the ability of different elements of a website to work together. funkcjonalność

graphic communications [N-UNCOUNT-U13] Graphic communications is the study of sending emotive and persuasive visual messages to specific target audiences so as to achieve communication goals. komunikacja wizualna

graphic editing program [N-COUNT-U10] A **graphic editing program** is a computer program that lets you change different aspects of an image. program do edycji obrazu

Graphical User Interface (GUI) [N-COUNT-U6] A **Graphical User Interface (GUI)** is an operating system that uses icons to represent programs and files and allow users to access them. graficzny interfejs użytkownika

graphics [N-PLURAL-U10] **Graphics** are images on a computer, in a book or magazine, etc. grafika

hard drive [N-COUNT-U3] A **hard drive** or hard disk drive is a data storage device that stores data on magnetic platters. twardy dysk

hardware [N-UNCOUNT-U1] **Hardware** refers to the physical parts of a computer. sprzęt komputerowy

heat sink [N-COUNT-U3] A **heat sink** transfers heat away from nearby components of a computer. radiator (urządzenie odprowadzające ciepło z elementu, z którym się styka, do otoczenia)

HTML [ABBREV-U9] **HTML** (Hypertext Markup Language) is a computer language that is used to display words and images on the world wide web. hipertekstowy język znaczników (język do tworzenia stron www)

http [ABBREV-U9] The **http** (Hypertext Transfer Protocol) is a part of an Internet address that allows a computer to connect to web servers and send HTML pages to a user's browser. protokół transmisji hipertekstu

hyperlink [N-COUNT-U9] A **hyperlink** is a word or image on a webpage that you can click on to go to a different webpage. hiperłącze

icon [N-COUNT-U6] An **icon** is a picture that represents something on a computer. ikona

information security [N-UNCOUNT-U1] **Information security** is the act or process of keeping information safe and preventing others from seeing it. bezpieczeństwo informacji

Internet [N-UNCOUNT-U5] The **Internet** is a worldwide network of computers. internet

input device [N-COUNT-U4] An **input device** is any piece of equipment that is used to enter information to a computer (e.g. a keyboard, mouse, light pen, microphone, touchscreen, etc.). urządzenie wejściowe

IP address [ABBREV-U5] An **IP** (Internet Protocol) **address** is a group of numbers that identify a computer on a network. adres IP

ISP [ABBREV-U8] An **ISP** (Internet Service Provider) is a company that gives its customers access to the Internet, email addresses and data storage. dostawca internetu

JPEG [ABBREV-U10] **JPEG** (Joint Photographic Experts Group) is a file format that compresses image files. JPEG (format zapisu obrazu)

keyboard [N-COUNT-U4] A **keyboard** is a set of buttons that is used to enter information into a computer. klawiatura

LAN [ABBREV-U5] A **LAN** (Local Area Network) is a computer network that connects a group of computers and other devices within a limited area via Ethernet of Wi-Fi®. lokalna sieć komputerowa

laptop [N-COUNT-U2] A **laptop** is a computer that is small enough for you to carry around and use anywhere. laptop

layout [N-UNCOUNT-U7] **Layout** is the way that items are arranged on a document. układ

LCD [ABBREV-U4] An **LCD** (Liquid Crystal Display) is a type of display that is created by liquid crystals and that is used in thin monitors. wyświetlacz ciekłokrystaliczny

macro [N-COUNT-U7] A **macro** is a series of automated commands grouped together as a single command by the user so as to save time while executing frequently used tasks. makro (algorytm komputerowy)

mainframe [N-COUNT-U2] A **mainframe** is a very powerful computer that can process large amounts of data. komputer typu mainframe (przystosowany do pracy z wieloma terminalami)

maximize [V-T-U6] To **maximize** a window is to make it fill an entire computer screen or desktop. maksymalizować

menu [N-COUNT-U6] On a desktop, a **menu** is a range of choices or commands a user can click on depending on what he or she wants to do. menu (pulpitu)

meta tag [N-COUNT-U9] A **meta tag** is text that is used in the HTML codes of a webpage to provide information about the site to search engines. meta znacznik

microphone [N-COUNT-U4] A **microphone** is a device that is used to record sound. mikrofon

minimize [V-T-U6] To **minimize** a window is to make it disappear from the screen without closing it. minimalizować

monitor [N-COUNT-U4] A **monitor** is a screen that displays text, video, or images. monitor

motherboard [N-COUNT-U3] A **motherboard** is a firm slotted board onto which computer circuitry is attached. płyta główna

mouse [N-COUNT-U4] A **mouse** is a small device that is used to move the cursor and select items on a computer screen. mysz komputerowa

multipoint videoconference [N-COUNT-U14] A **multipoint videoconference** is a videoconference among people in three or more different locations. wideokonferencja wielopunktowa

navigation [N-UNCOUNT-U12] **Navigation** is the act of searching and finding information on a website with ease. poruszanie się po witrynie internetowej

network [N-COUNT-U5] A **network** is a group of computers that are connected in order to share data or communicate. sieć

offset lithography [N-UNCOUNT-U13] **Offset lithography** is a printing method in which an intermediate surface (a rubber cylinder) is used first for the impression which then transfers it to the paper. druk offsetowy

online [ADJ-U1] If something is **online**, it is available or it occurs on the Internet. połączony z internetem

operator [N-COUNT-U11] An **operator** is a symbol in a formula that performs a particular calculation, such as a plus sign (+). funktor operacji, symbol rodzaju operacji

OS [ABBREV-U6] An **OS** (Operating System) is basic software on any computer that controls its functions and processes and also allows other programs to run. system operacyjny

page layout [N-UNCOUNT-U13] **Page layout** is the process of arranging text and graphics on a page. układ strony

page view [N-COUNT-U15] A **page view** is a request from a computer to load a page of a website. They can be counted to analyze the number of people viewing a website. odsłona, pobranie strony internetowej do przeglądarki użytkownika

password [N-COUNT-U8] A **password** is a set of secret letters and/or numbers that allow someone to access a file, service, document, account, etc. on a computer. hasło

peripheral [N-COUNT-U4] A **peripheral** is a device that can be connected to a computer. urządzenie peryferyjne

pixel [N-COUNT-U10] A **pixel** is one of the small dots that make up an image on a computer or television screen. piksel

pointer [N-COUNT-U6] A **pointer** is a small arrow that lets a user choose what to do on a computer. wskaźnik

POP3 [ABBREV-U8] A **POP3** (Post Office Protocol 3) is a system that receives and downloads email from a server and then deletes it from the server without storing it. protokół wymiany poczty elektronicznej typu 3

power cycle [V-T-U5] To **power cycle** a device on a network means to reboot it (i.e. to turn it off and then turn it on again) or to unplug it. wyłączyć i ponownie włączyć

power supply [N-COUNT-U3] A **power supply** delivers electricity to all parts of a computer. zasilanie

printer [N-COUNT-U4] A **printer** is a device that is connected to a computer to transfer text or pictures on paper. drukarka

processor [N-COUNT-U3] A **processor** carries out the instructions of computer programs. procesor

quality assurance [N-UNCOUNT-U1] **Quality assurance** is the act of checking products for problems. zapewnienie jakości

query [N-COUNT-U11] A **query** is a search that locates all information of a specific type in a database. zapytanie (do bazy danych)

RAM [ABBREV-U3] **RAM** (Random Access Memory) is memory that can be quickly accessed. pamięć RAM, pamięć o dostępie swobodnym

resize [V-T-U10] To **resize** an image is to alter its size, width or height. zmienić rozmiar

resolution [N-UNCOUNT-U10] The **resolution** of an image refers to the quality of details displayed on it. It is described in PPI or DPI which define the number of pixels or dots displayed per inch of an image (high/low resolution). rozdzielczość

router [N-COUNT-U5] A **router** is a device that sends data packets to computer networks over the Internet. ruter, urządzenie trasujące

scanner [N-COUNT-U4] A **scanner** is a device that is used for transferring printed documents and pictures into a computer system. skaner

scroll wheel [N-COUNT-U4] A **scroll wheel** is a tool located in the middle of a mouse and that is used to scroll up and down on any page or webpage without using the scroll bar. rolka (w myszce)

search engine [N-COUNT-U9] A **search engine** is a computer program that allows people to search for particular information, products, etc. on the Internet, with the use of keywords or characters. wyszukiwarka internetowa

server [N-COUNT-U2] A **server** is a computer that connects many computers to hardware. serwer

shopping cart [N-COUNT-U15] A **shopping cart** is a part of an online store that displays items that a consumer has selected for purchase, but has not yet paid for. koszyk

shortcut [N-COUNT-U6] A **shortcut** is an icon that has been moved to a desktop to make opening a file or program easier. skrót

smartphone [N-COUNT-U2] A **smartphone** is a phone that you take with you to make calls and access the Internet anywhere. smartfon

software [N-UNCOUNT-U1] **Software** is a program or instruction that makes a computer perform a specific task. oprogramowanie

sort [V-T-U11] To **sort** information is to arrange it in a database in a specific way. sortować

spell check [N-UNCOUNT-U7] **Spell check** is a function that reviews a document for spelling errors. funkcja sprawdzania pisowni

spreadsheet [N-COUNT-U11] A **spreadsheet** is a computer program that organizes information and performs calculations. arkusz kalkulacyjny

SMTP [ABBREV-U8] An **SMTP** (Simple Mail Transfer Protocol) is a system that allows computer users to send emails to other users. prosty protokół przesyłania poczty

supercomputer [N-COUNT-U2] A **supercomputer** is a large computer that is built to process large amounts of information at a higher speed than other computers can handle. superkomputer

table [N-COUNT-U11] A **table** is a set of rows and columns of information in a database. tabela

tablet [N-COUNT-U2] A **tablet** is a computer that is smaller than a laptop with a touchscreen and used to browse the Internet and check email. tablet

technical support [N-UNCOUNT-U1] **Technical support** is the task of helping people use and understand technology. pomoc techniczna

template [N-COUNT-U7] A **template** is a pre-built or customized layout of a document that serves as a model for a user based on his or her needs. szablon, matryca

tint [N-COUNT-U10] A **tint** is a small amount of a color in something. *odcień*

touchscreen [N-COUNT-U4] A **touchscreen** is a monitor that lets users interact with the computer by touching the screen. *ekran dotykowy*

traffic [N-UNCOUNT-U15] **Traffic** is the total number of users that go to and view a website in a certain amount of time. *ruch (w sieci)*

URL [ABBREV-U9] A **URL** (Uniform Resource Locator) is the text and symbols that form a web address. *ujednolicony format adresowania zasobów stosowany w internecie*

usability [N-UNCOUNT-U12] **Usability** is how easy it is for a person to use a website. *użyteczność*

USB [ABBREV-U4] **USB** (Universal Serial Bus) is a commonly used type of connection or port to connect a peripheral to a computer. *komputerowy port komunikacyjny*

username [N-COUNT-U8] A **username** is a name or code that identifies a person on a computer and allows that person to access a file, service, account, etc. *nazwa użytkownika*

video bridge [N-COUNT-U14] A **video bridge** is a device that allows you to hold multipoint videoconferences. It connects calls from several different locations. *urządzenie umożliwiające wideokonferencje wielopunktowe*

videoconferencing [N-UNCOUNT-U14] **Videoconferencing** is the holding of a meeting or conversation between two or more people in different locations using computer technology. *wideokonferencja*

visibility [N-UNCOUNT-U12] **Visibility** is how easily people find a website based on its ranking on search engines. *widoczność*

web browser [N-COUNT-U9] A **web browser** is a software application that uses a search engine to locate, access, and view information on the web servers. *przeglądarka internetowa*

webcam [N-COUNT-U14] A **webcam** is a small video camera that is either built-in in laptops or attached to the monitor of desktops and which is used for video calling by broadcasting sound and video on the Internet. *kamera internetowa*

web design [N-UNCOUNT-U12] **Web design** is the act or practice of determining how a website looks. *projektowanie stron internetowych*

web development [N-UNCOUNT-U12] **Web development** is the act or practice of determining how a website works. *tworzenie stron internetowych*

web host [N-COUNT-U9] A **web host** is a company that provides space on a server for a website on the Internet. *host*

website [N-COUNT-U9] A **website** is a collection of related pages on the Internet that contains information, pictures, etc. and is usually published by a person, group, or company. *witryna sieci WWW*

webmail [N-UNCOUNT-U8] **Webmail** is an online email service that users access on any device solely through a web browser. Email isn't saved on the device but on a server. Examples include Gmail, Yahoo mail, Microsoft Outlook, etc. *aplikacja pozwalająca na korzystanie z poczty elektronicznej przy użyciu przeglądarki internetowej*

window [N-COUNT-U6] A **window** is a rectangle on the desktop of a computer monitor that displays a file or program. Its contents are independent of the desktop screen. *okno*

WLAN [ABBREV-U5] A **WLAN** (Wireless Local Area Network) is a computer network that connects several devices without cables but via radio waves or infrared signals and within a limited area. *bezprzewodowa sieć lokalna*

word processing program [N-COUNT-U7] A **word processing program** is specialized software that people use to write and revise texts on a computer. *edytor tekstu*

worksheet [N-COUNT-U11] A **worksheet** is a single page of a spreadsheet. *arkusz*

workstation [N-COUNT-U2] A **workstation** is a very fast computer that runs powerful work programs. *stacja robocza*

www [ABBREV-U9] The **www** (World Wide Web) is the system of webpages, information, pictures, etc. that is available on the Internet. *sieć ogólnoświatowa*