

INTRODUCTION TO ICT

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MEANING OF ICT

Information and communication technology refers to a connected system of interactive tools and technologies that are used to create, store, process, send and receive information. ICT helps in two amazing ways CREATIVITY AND PRODUCTIVE

CREATIVITY:

- Quality assurance, Learning tools, Standards, Participative, and Building community.

PRODUCTIVITY

- Quality control, teaching machines, and delivery content.

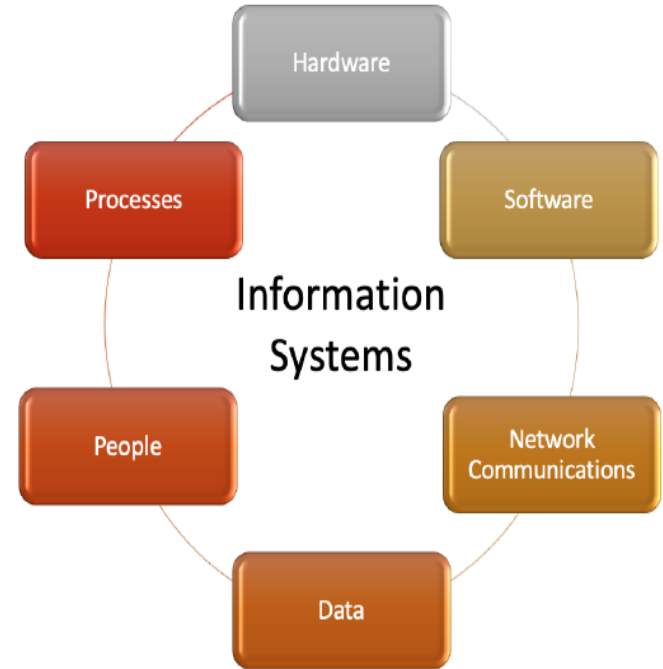
TYPES OF ICT

1. Information System
2. Broadcasting
3. Data Networks
4. Satellite Communication
5. Telecommunication

COMPONENTS OF ICT

ICT has six main components

1. Hardware
2. Software
3. Network communication
4. Data
5. People
6. Process



- **HARDWARE:** This is the component of an information system that can be seen and touched. E.g keyboards, mouse, computer chip and motherboard.
- **SOFTWARE:** Software is a set of instruction that tells the hardware what to do, it can not be touched.
- **DATA:** This is the collection of non-disputable raw facts.
- **NETWORK COMMUNICATION:** This refers to a set of protocols that allows application programs to communicate with each other without regard to the hardware and operating systems where they are run.

- **PEOPLE:** This means that there are many different categories in the development and management of information systems to help organizations to create value and improve productivity, such as: USER, TECHNICAL DEVELOPERS, BUSINESS PROFESSIONALS, AND IT SUPPORT.
- **PROCESS:** This is the steps used by a running program with which data is create, transmit, store or shared.

BENEFITS OF ICT

1. Communication
2. Job Creation
3. Easy understanding of complex structure
4. ICT Promote Strategic Idea
5. Greater availability
6. Cost effectiveness
7. ICT cuts across cultural barriers
8. Globalization

FUNDAMENTAL OF INTERNET USAGE

The Internet is a **global network** of billions of computers and other electronic devices, that makes it possible to access any information, communicate with people and do much more.



FEATURES OF INTERNET

- It is collaborative; anyone on the internet can share and receive information.
- It can be accessed on any device.
- Accessibility.
- Low cost.
- Flexibility of communication.
- Easy to use.

INTERNET USAGE

There's almost no limit to what you can do online. The Internet makes it possible to quickly find information, communicate with people around the world, manage your finances, shop from home, listen to music, watch videos, and much, much more.

Some of the ways the Internet is most commonly used

1. Finding information online
2. Sending and receiving an Email
3. Social networking
4. Chat and instant messaging
5. Online media

Communication using Digital platforms and tools

A communication platform is a software solution that facilitates external and internal messaging. It utilizes many channels, including phone, video conferencing, task management, and team messaging.



EXAMPLES OF DIGITAL PLATFORM

1. Email
2. Facebook
3. Slack
4. Whatsapp
5. Dropbox
6. Microsoft Team
7. Zoom
8. Google Meet
9. Streamyard

COMMUNICATE SAFELY ONLINE:

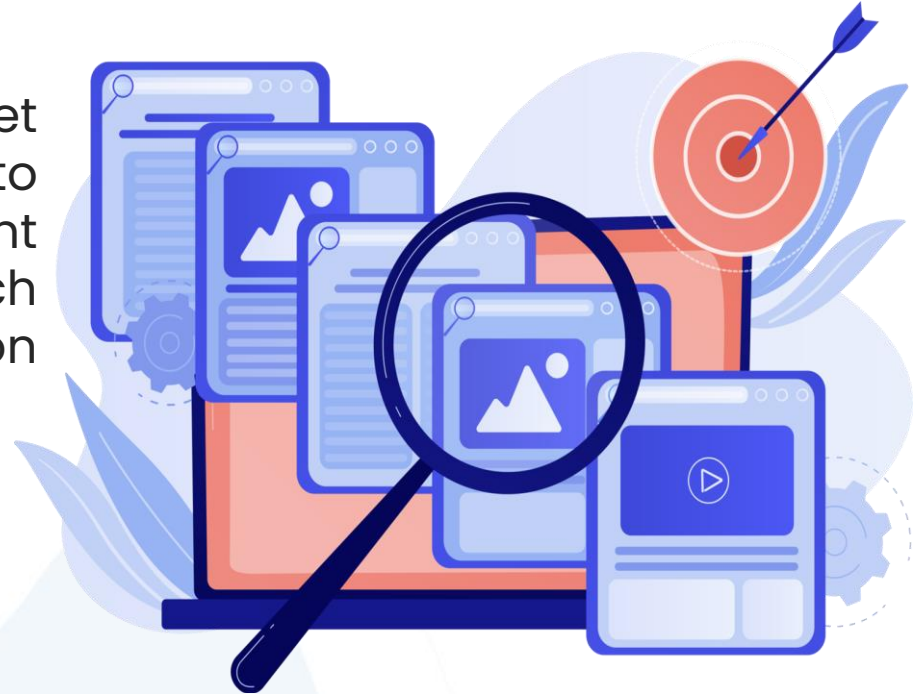
You don't always know for sure who you're talking to when you're on the internet, and every day online predators pretend to be people they aren't. Here are some tips you can use to keep yourself safe when communicating online

- **Listen to your instincts:** If someone makes you feel nervous or uncomfortable by asking probing questions or trying to get information out of you, stop communicating with them right away.

- **Limit what you share:** Online predators often try to get you to share personal information through emails or other messaging services. Just like you wouldn't share personal information with a stranger on the street, don't share information with strangers online, either.
- **Keep your distance:** Think twice about meeting someone in person that you have only talked to online. Online predators often use social media to pretend to be someone else by setting up fake profiles.

Search Engines and Online Communication

Search engines are internet features that allow users to search the internet for content using keywords. Search engines make this information easier to find.



Examples of Search Engines

Bing



Ask

Yahoo!



Aol

Google



Duckduckgo

GOOD PRACTICES FOR INTERNET SAFETY

- Keep personal information professional and limited.
- Keep your privacy settings on.
- Practice safe browsing.
- Make sure your internet connection is secure.
- Be careful what you download.
- Choose alphanumeric passwords
- Make online purchases from secure sites.
- Be careful what you post.
- Be careful who you meet online keep your antivirus program up to date.



THANK YOU