

EMPLOYABILITY SKILLS

(Class IX)

Common to All Sectors



PSS Central Institute of Vocational Education

Shyamla Hills, Bhopal – 462 013 , Madhya Pradesh, India

www.psscive.ac.in

UNIT 3 : INFORMATION AND COMMUNICATION TECHNOLOGY SKILLS

Session 2 : ICT Tools: Smartphones and Tablets — I

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Session Objectives

The students will be able to:

- ❑ Describe the uses of ICT tools; and
- ❑ Differentiate between smart phones and tablets.

Introduction

Information can be recorded or stored in many ways. It can be hand-written on paper, typed using a typewriter or a computer and so on. When information is stored and recorded on electronic devices, it takes on a 'digital' form. Information and Communication Technology (ICT) includes a diverse set of technological tools and resources used to communicate, create, disseminate, store, and manage information. It includes computers, the Internet, broadcasting technologies (radio and television) and telephony.

Introduction

Information and Communication Technology (ICT) has become part of our workplace in all sectors of economy, right from carrying out money transactions through the online banking system to development of textbooks or research papers in educational institutions. At workplace, we use different computer software and applications to complete tasks, like making documents, calculations, tables, graphs, etc. Modern ICT employs a variety of media forms, which includes text, graphics, animation, audio and video, etc. It also involves creating, curating, managing images and documents; gathering and processing data and presenting them; working with audio and video tools to create media rich communications, etc.

ICT Tools

ICT tools enable anytime, anywhere access to information and resources. The various ICT tools that are used include computers we use at work, smart phones through which we talk, Internet for getting information, communicating with others through e-mail and social networks, watching movies and TV shows, etc.



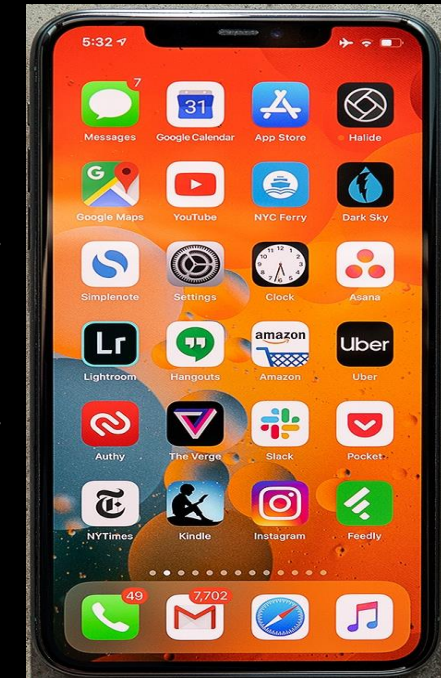
ICT Devices

ICT devices include tablets, smartphones and laptops.



Smartphones

- ❑ Mobile phones are ICT tools for talking to people. With a simple mobile phone you can only make phone calls and receive calls.
- ❑ Smartphone are advanced phones which can be used to do things that you normally do using a computer, such as browsing the web, sending e-mails, making video calls, playing games, listening to music, watching movies and much more. Some of the popular operating systems for smart phones are Android OS, Apple iOS and Windows Mobile.



Tablets

- ❑ A tablet is a mini computer with input, output and processing functions that are all combined into one 'touch screen', where you can do various tasks just by touching its screen.
- ❑ A tablet is bigger than a smartphone and you can perform all the functions that one can perform on a computer or a smartphone.

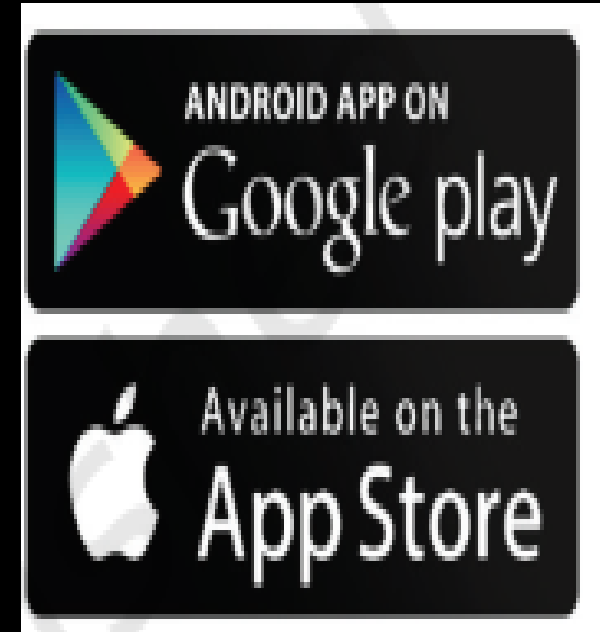


TV and Radio

- ❑ TV and radio are being used as an ICT tool since a long time.
- ❑ Radio is used to broadcast audio while TV is used to broadcast audio-visual information to many people.
- ❑ Radio and TV are used for both entertainment and to learn new things. You can hear news, songs, stories, speeches, cricket commentary, etc., on radio, while TV is used for watching movies, news, weather forecast, songs, cartoons and educational lectures.

Applications or Apps

- ❑ How does a smartphone perform so many functions? It does so with the help of software applications (Apps).
- ❑ On the screen of a Smartphone or Tablet, you see a lot of small pictures (or 'icons'). If you touch these, they start programs or functions required for watching movies, playing games, using camera, etc.









Applications or apps

- ❑ Apps are software programs (a set of instructions, or a set of modules or procedures, that allow for a certain type of computer operation) that perform different functions.
- ❑ Some of the apps are already present on the phone or tablet. These are called “default” apps. Besides, there are hundreds of other apps that can be purchased and downloaded or downloaded free of cost from online stores. There are several online stores, including Google Play Store for Android and Apple App Store for Apple

Applications or apps

Some of the default apps installed on all Smartphones/ mobiles are given in the Table

	Phone: This app is used to make calls. It also stores the names and phone numbers of people you know.		Camera: Connects to the camera in the phone and takes photos and videos.
	Calendar: Shows a calendar and you can also enter appointments, reminders, etc.		Mail: An e-mail app to send and receive e-mails using your E-mail account in Gmail, Yahoo, Outlook, etc.
	Photos: This helps you store all your photos and video and arrange them into albums.		Clock: This shows the time and also sets alarm, timers, etc.

Applications or apps



Maps: This app helps you find directions to where you want to go. It uses GPS (Global Positioning System)



Messages: This is for sending and receiving SMS messages.



Web Browser: This allows you to open a browser to search and visit different websites.



Music: This allows you to play and listen to songs and music.





Google Play

Google Play store: This is the Google store from where you can get apps like Facebook, WhatsApp, etc. Some apps are free while some are paid ones.



Apple Store: As Android smartphones have a Google Playstore, similarly, Apple devices have an Apple store where you can download and use various apps.

Difference Between Smartphone and Tablet

	 Smartphone	 Tablet
Main usage	As a phone but with some additional features, such as camera. The majority of smartphones run on Apple iOS or Google Android but others use Windows Phone or BlackBerry OS.	As a wireless portable personal computer with a touchscreen interface which makes it more useful than the notebook computer. Some tablets use Android OS, others use Apple iOS or Windows OS.
Screen size	Screen size is smaller	Has a bigger screen
Photos and videos	Watching a movie or making changes to a picture is difficult	Watching videos and making changes to a photo is better and easier due to bigger screen size
Battery life	You need to charge phones more often	Usually have a longer battery life
Storage	Comes with different storage capacities, but phones with high storage are costly	Usually have higher storage capacity, i.e., they can store more pics, videos and Apps

Summary

In this session, you have learnt about the knowledge of the uses of ICT tools, such as smartphones and tablet and differentiate between smartphones and tablets.

Project Coordinator : Dr. Vinay Swarup Mehrotra

Assistance

Dr. Sambhu Sankar Deep



Joint Director

PSS Central Institute of Vocational Education

Shyamla Hills, Bhopal – 462013 , Madhya Pradesh, India

E-mail: jdpsscive@gmail.com

Tel. +91 755 2660691, 2704100, 2660391, 2660564

Fax +91 755 2660481

Website: www.psscive.ac.in