

МИНИСТЕРСТВО ОБРАЗОВАНИЯ И НАУКИ РФ  
ФЕДЕРАЛЬНОЕ ГОСУДАРСТВЕННОЕ  
БЮДЖЕТНОЕ ОБРАЗОВАТЕЛЬНОЕ УЧРЕЖДЕНИЕ  
ВЫСШЕГО ПРОФЕССИОНАЛЬНОГО ОБРАЗОВАНИЯ  
«ВОРОНЕЖСКИЙ ГОСУДАРСТВЕННЫЙ  
УНИВЕРСИТЕТ»

## **TECHNOLOGY TODAY**

Учебно-методическое пособие для вузов

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2014

## Unit 1

### Careers in Computing

1. Work in groups. List some of the jobs you know in computing. Compare your lists with other students in the class.
2. Which of the jobs listed would you like to make your career? Explain why to others in your group.
- 3a. Read the descriptions of jobs in computing. Which jobs didn't you mention in your lists?

### Jobs in computing

Most ICT-related jobs have developed to meet the need to analyze, design, develop, manage or support computer software, hardware or networks.

All the people involved in the different stages of development of a computer project, i.e. analysts, programmers, support specialists, etc. are controlled by a *project manager*.

#### ANALYZE

A *database analyst* is in charge of the research and development of databases; *network analysts* study the network requirements and recommend the most suitable type of network; *systems analysts* decide what ICT system will cater for the requirements of a specific institution.

#### DESIGN AND DEVELOP

*Web designers*, also called *webmasters*, create and maintain web pages and web applications for websites.

*Software engineers*, either *application programmers* or *systems programmers*, plan, design, and test computer programs.

*Hardware engineers* design and develop ICT devices.

*Security specialists* specialize in the design of software and hardware to protect information from malware: viruses, spyware, etc.

network.

6 A \_\_\_\_\_ designs and maintains websites.

7 A \_\_\_\_\_ works with companies to build secure computer systems.

8 A \_\_\_\_\_ helps end-users with their computer problems in person, by email or over the phone.

**4b. ► Listen to four people on a training course introducing themselves and talking about their jobs. Which job in 4a does each person do?**

Speaker 1 \_\_\_\_\_ Speaker 3 \_\_\_\_\_

Speaker 2 \_\_\_\_\_ Speaker 4 \_\_\_\_\_

**5a. In pairs, read the two job advertisements and tick (✓) the most important qualities and abilities (1 -10) for each job. Add more to the list if you can. Which three things do you think are most important for each job?**

<b>DIGITUM-UK</b>	<b><i>DTP operator</i></b>
<p>SENIOR PROGRAMMER required by DIGITUM- UK, a leading supplier of business systems to the insurance industry.</p> <p>You will be able to work on the full range of software development activities - analysis, design, coding, testing, debugging and implementation. At least two years' experience of COBOL or C++ is necessary.</p> <p>As we are active in Europe, fluency in French, Italian or another European language is desirable.</p> <p>Don't miss this opportunity to learn new skills and develop your career.</p> <p>Send your CV to CHRIS SCOTT, PERSONNEL MANAGER, DIGITUM-UK, 75 PARKSHILL STREET, LONDON SW14 3DE</p> <p><i>You can visit our website at</i></p>	<p><i>required for a leading financial magazine.</i></p> <p>We are looking for a bright, competent QuarkXPress operator with at least three years' experience in design and layout. Skills in Photoshop, Freehand or Illustrator an advantage.</p> <p>Ability to work in a team and to tight deadlines is vital.</p> <p>Please apply in writing, with CV and samples of your work, to Tom Parker, Production Manager, Financial Monthly, Stockton Street, London EC1A 4WW</p> <p>Or apply online:</p> <p>Apply now</p>

<i>www.digitum-uk.com</i>	
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	Senior programmer	DTP operator
1 logical reasoning	<input type="checkbox"/>	<input type="checkbox"/>
2 patience and tenacity	<input type="checkbox"/>	<input type="checkbox"/>
3 being good with figures	<input type="checkbox"/>	<input type="checkbox"/>
4 imagination	<input type="checkbox"/>	<input type="checkbox"/>
5 self-discipline	<input type="checkbox"/>	<input type="checkbox"/>
6 accuracy	<input type="checkbox"/>	<input type="checkbox"/>
7 leadership skills	<input type="checkbox"/>	<input type="checkbox"/>
8 efficiency	<input type="checkbox"/>	<input type="checkbox"/>
9 creativity	<input type="checkbox"/>	<input type="checkbox"/>
10 drawing skills	<input type="checkbox"/>	<input type="checkbox"/>

**5b. Discuss if you would like to apply for one of the jobs. Give reasons for your answers.**

**5c. Look at the online profile for Charles Graham. Which of the jobs above is most appropriate for him?**

**Charles Graham** 22 years old

**Professional summary**

I graduated in 2004 with A levels in English, Art and Maths, and went on to do a course in graphic design and page layout at Highland Art School. Since 2006 I've been a graphic designer for PromoPrint, a company specializing in publishing catalogues and promotional material, and have used Adobe InDesign and other DTP software.

## A letter of application

### 6a. Read the letter of application and answer these questions.

- 1 Which job is Sarah Brown applying for?
- 2 Where did she see the advertisement?
- 3 How long has she been working as a software engineer?
- 4 What type of programs has she written?
- 5 When did she spend three months in Spain?

*Dear Mr Scott,*

*I am writing to apply for the position of Senior Programmer, which was advertised on 28th March in The Times.*

*I graduated in May 2002 and did a work placement with British Gas as part of my degree. Before taking my present job I worked for a year with NCR. I stayed in this job (1) \_\_\_\_\_ March 2004.*

*(2) \_\_\_\_\_ the last three years I have been working as a software engineer for Intelligent Software. I have designed four programs in COBOL for commercial use, and (3) \_\_\_\_\_ January I have been writing programs in C for use in large retail chains. These have been very successful and we have won several new contracts in the UK and Europe on the strength of my team's success.*

*Two years (4) \_\_\_\_\_ I spent three months in Spain testing our programs and also made several visits to Italy, so I have a basic knowledge of Spanish and Italian. I now feel ready for more responsibility and more challenging work, and would welcome the opportunity to learn about a new industry.*

*I enclose my curriculum vitae. I will be available for an interview at any time.*

*I look forward to hearing from you.*

*Yours sincerely,*

*Sarah Brown*