

## GRAPHIC PACKAGE I

### DEFINITION OF GRAPHIC PACKAGE

Graphic packages are application software that can be used to create and manipulate images on a computer.

Also, Graphic packages are programs that allow you to create graphic pictures, logos, letter head papers, brochures, calendars, etc. A package is software written to perform a particular task. A graphic package use lines, shapes, colors, and patterns to show information. Apart from being able to draw lines and other geometric shapes, it is also possible to do full art works and painting in full colors of any kind of objects. Graphic images can be created using computers.

### EXAMPLES OF GRAPHIC PACKAGES

These includes: Ms Paint, Adobe Photoshop, Instant artist, Harvard graphic and CorelDraw.

### FEATURES OF GRAPHIC PACKAGES

Most of the graphic packages posses the following features and tools.

1. **Menu Bar:** this can be used to activate commands of graphic packages in operations. Depending on the graphic package you are using, some packages contain the following; file, edit, view, text, tools, windows, help, etc.
2. **Toolbar:** this is a bar that contains short cut to menu and other command. For example, you can use the "open" icon O to open an existing document by clicking on it. Others are; save, print, cut, copy, paste, alignment, bold, italics, underline, etc.
3. **Toolbox:** this is a bar with tools for creating, editing and modifying objects in the drawing.
4. **Printable area:** this can be referred to as the work space inside the drawing window, which you can plan your work on.
5. **Color Palette:** it is a bar that allows you to fill desired objects or texts with any color you want.

### FEATURES OF THE PAINT ENVIROMENT

Paint is software from Microsoft Inc. It allows one to create, customize and paint graphics or images.

## STARTING PAINT PROGRAM

To start a paint program the following steps are to be followed:

1. Click on start menu
2. Navigate to all program and click on it
3. Navigate to accessories or window accessories and click on it
4. Move to paint program and click on it

## TOOLS IN THE TOOLBOX TOOL

The paint toolbox has sixteen tools.

## FUNCTION OF TOOLBOX TOOLS

1. **FREE-FORM SELECT:** this is a tool used to select object that have been drawn in the drawing area.
2. **RECTANGLE SELECT TOOL:** this is also used to select object in the drawing area.
3. **THE ERASER TOOL:** it is used to remove mistakes that have been made in a drawing. The size of the eraser can be adjusted to remove either big or small areas of a drawing.
4. **FILL COLOR TOOL: this is also known as paint bucket tool.** It is used to fill objects that have drawn with any color of your choice.
5. **PICK COLOR TOOL:** this is used to pick or select color from pictures.
6. **MAGNIFIER TOOL:** this is used to make objects in the drawing areas appear bigger.
7. **PENCIL TOOL:** this is known as the default tool in the paint program. You can use the pencil for drawing just like a real life pencil. You must click and drag the mouse pointer to use the pencil tool.
8. **BRUSH TOOL:** it works like a real-life brush. You have different brush options to choose from in the toolbox.
9. **AIR BRUSH TOOL:** this is used to spay colors over an object. It works like a spray can. The amount of color spray over a particular area depends on how long you hold down the mouse button and keep it in the same area.
10. **TEXT TOOL:** this is used for inserting text into the drawing.
11. **LINE TOOL:** this is used to draw horizontal, vertical and diagonal lines.
12. **RECTANGULAR TOOL:** this is used to draw rectangles and squares of different sizes.
13. **CURVE TOOL:** this is used for drawing curves from a line. To do this, you must first

draw a line with the tool, and then click on any part of the line and drag the mouse pointer to create a curve on the line.

14.**POLYGON TOOL:** this is used for drawing straight line object with different shapes and sizes. It can be used to draw a triangle, star, rhombus, and many other polygon.

15.**ELLIPSE TOOL:** this is used for drawing ovals and circles of different sizes.

16.**ROUNDED TRIANGLE TOOL:** this is used for drawing rectangles and squares of different sizes with rounded edges.

## **I.C.T AS A TRANSFORMATION TOOL**

### **MEANING OF ICT**

**ICT** is an acronym that stands for Information and Communication Technology.

**INFORMATION:** this refers to knowledge obtained from reading, investigating, study and research.

**COMMUNICATION:** this is an act of transmitting messages.

**TECHNOLOGY:** this is the application of scientific knowledge for practical purpose especially in industry.

ICT can therefore be defined as technologies that provide access to information through telecommunication.

Also, it is defined as the use of diverse set of technological tool and resources to communicate, create, disseminate, store and manage information. It is the combination of compatible hardware and computer-based information systems together with improved communication technologies. Information can be transmitted from one place to the other with the use of ICT. For example, sending and receiving e-mail, messages, making phone calls, audio and video conferencing, sending and receiving fax messages, chatting and instant messages etc. Examples of ICT gadget are; computer, cellular network, satellite communication, television, telephone, etc

### **ICT COMPONENTS**

The major components of ICT are:

1. **COMPUTER:** it is needed to process data and information.
2. **INPUT/OUTPUT DEVICES:** these send or receive data.
3. **COMMUNICATION CHANNELS:** these are links by which voice or data are transmitted. These links use various media such as telephone line, fiber optic cable, coaxial cable and wireless transmission which could be radio or satellite link.
4. **COMMUNICATION PROCESSOR:** these are processors which provide support function of data transmission and reception. Examples are; modem, router and multiplexer.
5. **COMMUNICATION SOFTWARE:** this controls the input and output activities and also manages other functions of the communication.

## **BENEFITS OF ICT**

- i. It is timely, better and cheaper access to knowledge and information.
- ii. It speeds up transactions and processes.
- iii. It causes human beings to interact with each other in new ways.
- iv. Distance becomes irrelevant in business transaction and dealing.

## **DISADVANTAGES OF ICT**

- I. It leads to job losses.
- II. Threatens other areas / fields of human endeavor. E.g. criminals view it as an avenue to commit crimes of all kinds.
- III. ICT tools may not be easily affordable.
- IV. Maintenance of some ICT tools or gadgets is expensive.

## **SUB-TOPIC 2: ICT Based Gadgets**

**Meaning of Gadgets:** Gadgets are tools or machines that help to do something. ICT gadgets are information and communication equipments, which include computer hardware i.e. printer, etc. Broadcasting technology i.e. radio, television, other ICT gadgets are ATM, fax machines, mobile phones etc. ICT gadgets are further explained below;

- **Mobile Phones:** It is an electronic handheld device used to make mobile telephone calls. Common manufacturers of mobile phones are Nokia, Samsung, and Blackberry e.t.c.

- Computer: It is an electronic device for storing and processing data. Computers come in various types which include Personal Computer (PC), Laptops and Ipad.
- Fax Machine: Fax stands for facsimile i.e make a copy. It is a device that can send or receive pictures and text over a telephone line.
- Automated Teller Machine (ATM): ATM commonly called 'Cash Point' is a computerized device that provides the clients of financial institutions access to financial transaction in public space without the need of a cashier, human clerk or bank teller.
- Dispensing Machines (a Vending Machine): It is a machine that dispenses items such as snacks, beverages, lottery, tickets e.t.c to customers automatically.
- Point of Sale Machine or Automated Cash Register (ACR): It is a machine that is used to carry out retail transactions. It can provide many services such as credit card processing and cash transaction e.t.c
- Radio Sets: It is an electronic receiver that detects, demodulates and amplifies transmitted signals.
- Television Sets: It is a device used to view television broadcast. Modern television consists of a display, antenna or radio frequency, input and a tuner.
- Satellites: This is an information transmission method through cables or wireless by the use of satellites dishes.
- VSAT: This is advanced telecom equipment for receiving digital broadcast. It stands for very small aperture terminal (VSAT).