

# Inglês Técnico

## Tecnologia da Informação





### Sumário

| Introdução             | 3  |
|------------------------|----|
| Orientação             | 4  |
| Expressões             | 5  |
| Glossário              | 8  |
| Inglês Corporativo     | 28 |
| Fluência Descomplicada | 29 |
| Compartilhe            | 30 |



#### Introdução

Neste material, exploraremos os termos e expressões essenciais necessários para uma comunicação eficaz no campo da tecnologia da informação.

Você desenvolverá habilidades para articular conceitos e procedimentos técnicos de forma clara e precisa, enquanto adquire a capacidade de compreender e responder de maneira eficaz aos desafios e demandas do setor de TI.

Estamos entusiasmados para iniciar esta jornada de aprendizado com você, contribuindo para o seu sucesso profissional como Profissional de TI!

Vamos começar!



#### Orientação

## Siga estas orientações para otimizar o uso deste material e potencializar o seu aprendizado

- **1** Imprima este PDF;
- 2 Destaque com caneta marca-texto as palavras desconhecidas;
- 3 Leia a coluna *meaning* para descobrir o significado, sem usar tradutores;
- Construa frases com aplicação das novas palavras que você está aprendendo.

Se precisar de inspiração, use o dictionary.cambridge.org

Faça isso por meio da escrita e não da digitação, pois isso potencializa o armazenamento do novo conhecimento na memória de longo prazo.



## Expressões

| Exemplos                                      |  |
|---|--|
| <b>Attachment</b>                             | <b>I'll send the spreadsheet as an attachment.</b>   |
| Anexo   | Vou enviar a planilha como anexo.  |
| <b>Banda larga</b><br>Broadband               | Both 4G technologies promised wireless nirvana: fast,<br>ubiquitous broadband.<br>Ambas as tecnologias 4G prometeram nirvana sem fio: banda larga<br>rápida e onipresente.                               |
| <b>Browser</b>                                | A bug in the browser's let servers download a Trojan horse.  |
| Navegador                                     | Um erro no navegador permitiu aos servidores baixarem um cavalo de Tróia.  |
| <b>Bug report</b><br>Relatório de Erros       | You can send a message to our technical support team with your bug<br>reports or ideas.<br>Você pode enviar uma mensagem para nossa equipe de suporte técnico com<br>seus relatórios de erros ou ideias. |
| <b>Cloud computing</b><br>Computação em nuvem | With an increase in cloud computing services, data breach is a big concern.<br>Com o aumento dos serviços de computação em nuvem, a violação de<br>dados é uma grande preocupação.                       |
| <b>Computing device</b>                       | <b>Thus, it's an extraordinarily complicated computing device.</b>   |
| Dispositivo de computação                     | Portanto, é um dispositivo de computação extraordinariamente complicado.   |
| <b>Cutting-edge technology</b>                | We are planning a cutting-edge technology never seen in this company before.   |
| Tecnologia de ponta                           | Estamos planejando uma tecnologia de ponta nunca antes vista nesta empresa.  |
| <b>Database</b>                               | Such a database would be extremely costly to set up.   |
| Base de dados                                 | Esse banco de dados seria extremamente caro de configurar.   |
| <b>Delay</b>                                  | <b>Logistical problems may be causing the delay.</b>   |
| Atraso  | Problemas logísticos podem estar causando o atraso.  |
| <b>Device</b>                                 | <b>A computer is a device for processing information.</b>  |
| Dispositivo                                   | Um computador é um dispositivo para processar informações.   |



## Expressões

| Exemplos  |   |
|---|---|
| <b>Domain</b><br>Domínio                            | <b>Register a domain name if you want people to find your website.</b><br>Registre um nome de domínio se desejar que as pessoas encontrem seu site.   |
| File compression<br>Compactação de arquivo          | This technology improved file compression results with no damage to the<br>quality of the file.Essa tecnologia melhorou os resultados da compactação de arquivos sem<br>danificar a qualidade do arquivo. |
| Host computer<br>Computador central                 | <b>Performance may be lower depending on card and host computer.</b><br>O desempenho pode ser menor, dependendo da placa e do<br>computador central.  |
| <b>Input device</b><br>Dispositivo de entrada       | <b>The QWERTY keyboard was, and still is, the principal input device.</b><br>O teclado QWERTY foi e ainda é o principal dispositivo de entrada.   |
| <b>Junk mail</b><br>Lixo eletrônico                 | Thus, junk mail is blocked, and you receive only messages from<br>trusted sources.Assim, o lixo eletrônico é bloqueado e você recebe apenas mensagens de<br>fontes confiáveis.                            |
| <b>Motherboard</b><br>Placa-mãe                     | The new motherboard should be treated with great care as it can<br>easily be damaged.A nova placa-mãe deve ser tratada com muito cuidado, pois pode ser<br>facilmente danificada.                         |
| <b>Operating system (OS)</b><br>Sistema operacional | The new mainframe operating system is going haywire; the computer is<br>down half the time.O novo sistema operacional do mainframe está dando erros; o computador<br>fica inativo metade do tempo.        |
| <b>Parent folder</b><br>Pasta principal             | This shortcut enables you to open the file or the parent folder that contains<br>that file.Este atalho permite abrir o arquivo ou a pasta principal que contém<br>esse arquivo.                           |
| <b>Read-only</b><br>Somente leitura                 | <b>These are programs written on read-only memory chips.</b><br>Estes são programas escritos em chips de memória somente leitura.   |
| Service provider<br>Provedor                        | You will need to call up your service provider and ask for it.<br>Você precisará ligar para o seu provedor para fazer uma solicitação.  |



## Expressões

| Exemplos                                   |   |
|--|---|
| Staging environment                        | This feature allows administrators to test an upgrade in a staging environment.   |
| Ambiente de teste                          | Esse recurso permite que os administradores testem uma atualização em um ambiente de teste.   |
| <b>Surf the net</b><br>Navegar na internet | Seven of the 10 safest countries to surf the Internet are in Africa.<br>Sete dos 10 países mais seguros para navegar na Internet estão na África. |
| Suptov orror                               | The instructions were not carried out because of a syntax error.  |
| <b>Syntax error</b><br>Erro de sintaxe     | As instruções não foram executadas devido a um erro de sintaxe.   |
| User-friendly                              | This is a flexible and user friendly system suitable for beginners and advanced users alike.  |
| Fácil de usar                              | Este é um sistema flexível e fácil de usar, adequado tanto para usuários iniciantes quanto para avançados.  |



| Access point            | A device that allows wireless-equipped computers and other devices to communicate with a wired network.   |
|-------------------------|---|
| Adobe Acrobat<br>Reader | Acrobat Reader is software that allows you to view a PDF document.  |
| ADSL                    | Asymmetric Digital Subscriber Line; it is a broadband<br>connection that works through the copper wires of existing<br>phone lines and is mainly used for home broadband and within<br>small businesses.  |
| Alias                   | A name or label assigned to a file, user, or command in a computer system, which serves as a shortcut or alternative way of referring to a more complicated name or command.  |
| Analogue                | A type of signal or data representation that is continuous and<br>variable, as opposed to digital, which uses discrete values. In<br>analogue systems, information is represented in a way that can<br>vary smoothly over a range.  |
| Assistive<br>technology | Any software or hardware that acts to assist and improve the functional capabilities of people with disabilities. Examples include voice-to-text and text-to-speech tech.   |
| Attachment              | Document sent with an email message. Many types of files can<br>be sent this way (e.g. Word documents, PDFs, Excel files,<br>JPEGs). Be wary of attaching large files because these can take<br>a lot of time for the recipient to download. If you have a large<br>file, it is considered good practice to compress the file using<br>software such as Winzip before attaching it. |
| Authentication          | The process of identifying yourself and the verification that<br>you're who you say you are. Computers where restricted<br>information is stored may require you to enter your username<br>and password to gain access.   |

A



| Back-end               | The part of an application that performs an essential task not apparent to the user.  |
|------------------------|---|
| Backward<br>compatible | If software is backward compatible, it is compatible with earlier<br>(superseded) versions of the same software. For example, the<br>Microsoft word-processing program Word 2010 can read files<br>created in the 2003 version of the same program, so it is<br>backward compatible.  |
| Bandwidth              | A measurement of the amount of data that can be transmitted<br>over a network at any given time. The higher the network's<br>bandwidth, the greater the volume of data that can be<br>transmitted. Network bandwidth is usually expressed in bits per<br>second (bps); modern networks typically have speeds<br>measured in the millions of bits per second (megabits per<br>second, or Mbps) or billions of bits per second (gigabits per<br>second, or Gbps). |
| Bit                    | The smallest unit of measurement in computing. 8 bits make up 1 byte.   |
| Bluetooth              | Bluetooth is a wireless communications technology intended to<br>replace cables. It allows short-range connections between two<br>or more Bluetooth-compatible devices such as mobile phones,<br>tablets, headsets or medical equipment.  |
| Bookmark               | Saved links to particular web pages that can be organized in a browser for quick navigation to frequently visited sites.  |
| Boolean operators      | Most search engines allow you to limit your search or make it<br>more specific by using words such as "and", "or" and "not".<br>These words are known as boolean operators because of their<br>origin as terms in logic.  |
| Boot (re-boot)         | To load and initialise the operating system on a computer. Think<br>of it as starting up your computer. In Windows you can use the<br>key combination CTRL and ALT and DEL as a "soft" boot. This<br>means restarting the computer rather than turning it completely<br>off and on again, which could cause damage to your computer's<br>hard disk under some circumstances.  |

B



| Bounce back            | An email message that cannot be delivered and returns an error<br>notification to the sender is said to "bounce back". If you<br>receive such an error notification, check that you have typed<br>the address correctly.   |
|------------------------|--|
| Broadband              | Broadband is a type of communications technology whereby a single wire can carry more than one type of signal at once; for example, audio and video. Cable TV is one technology that uses broadband data transmission.   |
| Browser                | A software program that allows you to surf the web. Popular<br>web browsers include Google Chrome, Mozilla Firefox and<br>Microsoft Edge.  |
| Business<br>Continuity | Processes and strategies that organizations put in place to<br>ensure that critical functions can continue during and after a<br>disruptive event. Business continuity plans (BCPs) typically<br>include disaster recovery, crisis management, and<br>communication strategies to safeguard the organization's<br>resilience and recovery. |
| BYOD                   | Bring Your Own Device or "BYOD" is a business and technology policy that allows employees to bring in personal mobile devices and use these devices to access company data, email, etc.  |
|                        | С  |
| Cache                  | A set of files saved on your hard disk that help your browser<br>display pages you have already visited more quickly. It displays<br>the files from your hard disk instead of the web.   |
| CAD                    | Computer-aided design (CAD) is a type of software that allows<br>users to create 2D and 3D design and modelling. CAD is used<br>by architects, engineers, artists and other professionals to<br>create precise technical drawings.   |
| Chip                   | A small piece of silicon that contains integrated circuits, which<br>perform specific electronic functions in devices such as<br>computers, smartphones, and other technology. Chips can<br>include various types of processors (like CPUs and GPUs),<br>memory, and other components, enabling the operation of<br>digital devices.       |



| Cloud computing       | Cloud computing refers to the storing and accessing of data<br>and programs over the Internet instead of on another type of<br>hard drive. Examples of Cloud services include iCloud, Google<br>Cloud and Dropbox.   |
|-----------------------|--|
| Cloud                 | Shorthand for cloud computing services or all existing cloud services (e.g., iCloud, Dropbox, Google Drive).   |
| Compression           | Compression is the reduction of the size of a file. Compressed files take up less memory and can be downloaded or sent over the Internet more quickly.   |
| Content<br>Management | Content management is a collection of tools, software and<br>processes that allow you to collect, manage and publish<br>information on any medium. Content management also ensures<br>that whatever content you have is indexable or searchable,<br>making it easy for users to find that information. It also<br>encompasses deletion of content. |
| Content               | Content refers to a website's text and information, as opposed to its design and structure.  |
| Cookie                | A small piece of information you may be asked to accept when<br>connecting to certain servers via a web browser. It is used<br>throughout your session as a means of identifying you. A cookie<br>is specific to, and sent only to the server that generated it.   |
| CPU                   | Central processing unit; the part of a computer that oversees all operations and calculations.   |
| Cross-Platform        | The ability of software or applications to run on multiple<br>operating systems or devices without requiring significant<br>modifications. This compatibility allows users to access the<br>same application or service across different platforms, such as<br>Windows, macOS, Linux, iOS, and Android.  |
| Crowdsourcing         | A collaborative approach to problem-solving and innovation<br>that involves obtaining ideas, services, or content from a large<br>group of people, typically through an online platform.   |



| CSP                                    | Cloud Service Provider; a company that offers cloud-based computing services, including storage, processing power, and applications, accessible over the internet.   |
|--|--|
| CSS                                    | Cascading Style Sheet; A set of rules that define how web pages are displayed using CSS, designers can create rules that define how page.  |
| Customer<br>Relationship<br>Management | Customer relationship management refers to a set of<br>processes, tools, technologies and software that help<br>businesses manage their relationships with their customers.<br>For instance, a customer relationship management software<br>would be able to give businesses enough details about their<br>customers from the level of communication that has been<br>done by each customer and when. This allows businesses to<br>personalize and customize their contacts with the customer to<br>gain more sales. |
| Cybercrime                             | Cybercrime is any type of illegal activity that is undertaken (or<br>relies heavily) on a computer. There are thousands of types of<br>cybercrime, including network intrusions, identity theft and the<br>spreading of computer viruses.  |
| Cybersecurity                          | Cybersecurity refers to measures designed to protect your<br>computer, device or network from cybercrime. This involves<br>preventing unintended and unauthorised access, change<br>and damage.  |

#### D

| Data center | Facility used to house computer systems and associated<br>components, such as telecommunications and storage systems.<br>Generally, includes redundant or backup power supplies,<br>redundant data communications connections, environmental<br>controls (e.g., air conditioning, fire suppression) and security<br>devices.  |
|-------------|---|
| Database    | A collection of information organized so that a computer<br>application can quickly access selected information; it can be<br>thought of as an electronic filing system. Traditional databases<br>are organized by fields, records (a complete set of fields), and<br>files (a collection of records). Alternatively, in a Hypertext<br>database, any object (e.g., text, a picture, or a film) can be<br>linked to any other object. |

12



| Desktop                  | On computers like IBM PC or compatibles and Macintoshes,<br>the backdrop where windows and icons for disks and<br>applications reside.   |
|--------------------------|--|
| Device driver            | A piece of software that enables communication between an operating system or application and hardware or peripheral devices.  |
| Devices                  | Electronic or mechanical tools that perform specific functions,<br>often designed for user interaction or for processing data. Input<br>devices include microphones, keyboards, mouse, etc. Output<br>devices include printers, monitors, and speakers.  |
| DHCP                     | Dynamic Host Configuration Protocol; a protocol that lets a server on a local network assign temporary IP addresses to a computer or other network devices.  |
| Dialog box               | Sometimes referred to as a window; on a graphical user<br>interface system, an enclosed area displayed by a program or<br>process to prompt a user for entry of information in one or more<br>boxes (fields).  |
| Disaster recovery        | Disaster recovery is the process, policies and procedures<br>related to preparing for recovery or continuation of technology<br>infrastructure critical to an organization after a natural or<br>human-induced disaster. Disaster recovery is a subset of<br>business continuity. While business continuity involves planning<br>for keeping all aspects of a business functioning in the midst of<br>disruptive events, disaster recovery focuses on the IT or<br>technology systems that support business functions. |
| Disruptive<br>Technology | New technology that surprisingly displaces an already established one.   |
| DNS                      | The domain name system is how computers convert human-<br>readable domain names and hostnames to numerical IP<br>addresses. When you type howtogeek.com into your web<br>browser's address bar, your computer contacts its DNS server<br>and the DNS server replies with the numerical IP address of<br>How-To Geek's server, which is what your computer connects to.   |
| Domain Name              | The base part of website names (e.g., howtogeek.com or google.com). It is also known as second-level domain.   |



| Domain        | Part of an Internet address, a network hierarchy with categories<br>like ".com" or ".edu", domains, and subdomains. It is also known<br>as top-level domain (TLD).  |
|---------------|---|
| Download      | The process of transferring files from a remote computer or the cloud to your local computer.   |
|               | E   |
| EHR/EMR/PHR   | (Electronic Health Record/Electronic Health Record/Personal<br>Health Record) these three are together because people often<br>use them interchangeably. EMR stands for Electronic Medical<br>Record, EHR stands for Electronic Health Record and PHR<br>stands for Personal Health Record. |
| Email         | Email or electronic mail is a way of sending messages over the internet. Popular email programs include Outlook, Mozilla Thunderbird, Gmail and Yahoo Mail.   |
| Encryption    | The manipulation of data to prevent accurate interpretation by all but those for whom the data is intended.   |
| Ethernet card | An adapter card that fits into a computer and connects to<br>Ethernet cabling; different types of adaptor cards fit<br>specific computers.  |
| Ethernet      | Ethernet is the most common way of connecting computers on<br>a network with a wired connection. It is a type of local area<br>network (LAN) technology, providing a simple interface for   |

#### E

connecting multiple devices.

network (LAN) technology, providing a simple interface for

| Female connector | A cable connector that has holes and plugs into a port or interface to connect one device to another.   |
|------------------|---|
| Filter           | Refers to: 1) a program that has the function of translating data<br>into a different format (e.g., a program used to import or export<br>data or a particular file); 2) a pattern that prevents non-<br>matching data from passing through (e.g., email filters); and 3)<br>in paint programs and image editors, a special effect that can<br>be applied to a bit map. |

14



| Firewall         | A firewall is a piece of software or hardware that blocks certain<br>types of traffic. For example, a firewall could block incoming<br>traffic on a certain port or block all incoming traffic except<br>traffic coming from a specific IP address.                    |
|------------------|--|
| Flash drive      | A small device that plugs into computer's USB port and functions as a portable hard drive.   |
| FTP              | File Transfer Protocol; a method of exchanging files between<br>computers via the Internet. A program like WS FTP for IBM PC<br>or compatibles or Fetch for Macintosh is required. Files can<br>contain documents or programs and can be ASCII text or<br>binary data. |
|                  | G  |
| Gateway          | A device that routes traffic between networks. It acts as a<br>bridge that translates and forwards data between networks<br>with different protocols, such as between a local area network<br>(LAN) and the internet.  |
| GIF              | Graphics Interchange Format: a bitmap image format that uses<br>lossless compression and supports short animations with up to<br>256 colors. It is widely used to create lightweight animations on<br>the web.   |
| Gigabyte<br>(GB) | Unit of digital data storage; equivalent to approximately 1 billion bytes (1,073,741,824 bytes, technically).  |
|                  | H  |
| Hard disk        | Data storage device used in computers and other electronic devices. It permanently stores files, programs, and operating systems.  |
| Help desk        | A help desk is an information and assistance resource that troubleshoots problems with computers or similar products.  |
| Home page        | The page that an Internet browser first opens up to. It is usually the starting point of an organisation's or individual's website.  |
|                  |  |



| Hostnames  | A hostname is a human-readable label that points to a device<br>connected to a network. For example, on your home network,<br>your Windows computer's hostname may be WINDOWSPC. Your<br>other devices can connect to WINDOWSPC and will be pointed<br>at that computer's local IP address. |
|------------|---|
| HTML       | HyperText Markup Language; a language used for creating web pages. Various instructions and sets of tags are used to define how the document will look.   |
| НТТР       | The hypertext transfer protocol is the standard protocol<br>modern web browsers and the web itself uses. FTP and<br>BitTorrent are examples of alternative protocols.   |
|            |   |
| laaS       | A cloud service model in which physical or virtual machines and<br>other resources are provided. Examples of IaaS providers<br>include Amazon Web Services (AWS), Microsoft Azure, and<br>Google Cloud Platform (GCP).  |
| Internet   | A set of interconnected networks that allow computers in<br>different locations to exchange information. The Internet<br>includes services such as the world wide web, electronic mail,<br>file transfer protocol (FTP), chat and remote access to networks<br>and computers.               |
| Intranet   | An intranet is basically a private, internal internet specific to an organisation or group.   |
| IP Address | An Internet Protocol address, or IP address, is a numerical<br>address that corresponds to your computer on a network.<br>When a computer wants to connect to another computer, it<br>connects to that computer's IP address.   |
| ISP        | Your Internet service provider is the company that provides you<br>with your Internet connection. For example, your ISP may be<br>Comcast, Time Warner, or whatever other company you're<br>paying each month.  |
| ITIL®      | The Information Technology Infrastructure Library (ITIL®) sets forth the best practices and standards for providing IT services.  |





| Java | Java is a programming language that is commonly used in the development of client-server web applications.   |
|------|--|
|      |  |
| JPEG | JPEG stands for Joint Photographic Experts Group, which was<br>the committee that created the file format known as JPEG.<br>The format is commonly used for photos displayed on<br>the world wide web. |
|      |  |

J



| LAN       | A local area network is a small network that's confined to a local<br>area. For example, your home network or an office network is a<br>LAN. Connects a group of computers for the purpose of sharing<br>resources such as programs, documents, or printers. Shared<br>files often are stored on a central file server. |
|-----------|---|
| Localhost | Standard IP address that points to the computer itself where a program is running. Frequently associated with the IP address 127.0.0.1.   |



| MAC Address    | Each network interface has a media access control address, or<br>MAC address — also known as a physical address. This is a<br>unique identifier designed to identify different computers on a<br>network. MAC addresses are usually assigned when a<br>manufacturer creates a network device. |
|----------------|---|
|                |   |
| MAC            | Media Access Control; The hardware address of a device connected to a shared network.   |
|                |   |
| Mail server    | A system that manages the sending, receiving, and storage of emails on a network.   |
|                |   |
| Male connector | A cable connector that has pins and plugs into a port or interface to connect one device to another.  |

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| Malware               | "Malware" is short for malicious software. It refers to a software<br>program that has been developed to do harm to other<br>computers. Types of malware include viruses,<br>worms and spyware.  |
|-----------------------|--|
| MDM                   | Mobile Device Management; a management solution that allows organizations to control, monitor, and protect mobile devices.   |
| MDR                   | Managed Detection and Response; a cybersecurity service that combines continuous monitoring, threat detection, and incident response.  |
| Megabyte<br>(MB)      | 1,024 × 1,024 bytes; approximately one million bytes. Commonly used to quantify the storage capacity of devices such as hard drives, USB flash drives, and memory cards.   |
| Megahertz             | A unit used to measure the speed of a computer processor, radio, and other communication equipment.  |
| Microsoft<br>Exchange | Microsoft Exchange Server is the server side of a client-server,<br>collaborative application product developed by Microsoft. It is<br>part of the Microsoft Servers line of server products and is<br>used by enterprises using Microsoft infrastructure products.<br>Exchange's major features consist of electronic mail,<br>calendaring, contacts and tasks; support for mobile and web-<br>based access to information; and support for data storage. |
| Microsoft<br>Windows  | A group of operating systems for PC or compatible computers;<br>Windows provides a graphical user interface so you can point<br>and click to indicate what you want to do.   |
| MIME                  | Multipurpose Internet Mail Extensions; a protocol that enables<br>you to include various types of files (text, audio, video, images,<br>etc.) as an attachment to an e-mail message.   |
| Modem                 | A device that enables communication between a computer and<br>a network, such as the internet, by converting a computer's<br>digital signals into analog signals that can be transmitted via<br>telephone lines or cables.   |



/ Network Adapter

Network

**NNTP** 

| Monitor                                 | The part of a computer that contains the screen where<br>messages to and from the central processing unit (CPU) are<br>displayed. Monitors come in a variety of sizes and resolutions.<br>The higher the number of pixels a screen is capable of<br>displaying, the better the resolution. Sometimes may be<br>referred to as a CRT. |
|---|--|
| MSP                                     | Managed Service Provider; A business model for providing information-technology services.  |
| Multi-Factor<br>Authentication<br>(MFA) | An authentication method in which a computer user is granted<br>access only after successfully presenting two or more pieces of<br>evidence to an authentication mechanism: knowledge,<br>possession, and inherence. Two-factor authentication is a type,<br>or subset, of multi-factor authentication.                              |
|   | N  |
| Nameserver                              | A computer that runs a program for converting Internet domain names into the corresponding IP addresses and vice versa.  |
| NAT                                     | Network Address Translation; a standard that enables a LAN to<br>use a set of IP addresses for internal traffic and a single IP<br>address for communications with the Internet.   |
| Network adapter                         | A device that connects your computer to a network; also called an adapter card or network interface card.  |
| Network hub                             | A common connection point for devices on a network.  |
| Network Interface                       | Your computer's wired Ethernet connection and Wi-Fi<br>connection are basically both network interfaces. If your laptop<br>was connected to both a wired connection and a Wi-Fi network  |

19

devices that exchange information.

different connection.

was connected to both a wired connection and a Wi-Fi network,

each network interface would have its own IP address. Each is a

A set of interconnected computers, servers, routers, and other

posting, distributing, and retrieving network news messages.

Network News Transport Protocol; the protocol used for





| On-site          | Support provided at the workplace, such as technical support and system implementation.   |
|------------------|---|
|                  |   |
| Operating system | A set of programs that manage the hardware and software of a<br>computer or device, facilitating the execution of applications,<br>file management, and resource allocation, such as memory and<br>processor. Examples of operating systems include Microsoft<br>Windows, macOS, Linux, iOS, and Android. |

0

## P

| Patch    | Piece of software designed to update a computer program or<br>its supporting data, to fix or improve it. This includes fixing<br>security vulnerabilities and other bugs and improving the<br>usability or performance.                             |
|----------|---|
| PC       | Usually refers to an IBM PC or compatible, or when used generically, to a "personal computer". In a different context, PC also is an abbreviation for "politically correct."  |
| PDF      | Portable document format (PDF) is a file type created by Adobe<br>Systems Inc. PDFs can be read using free software called<br>Adobe Acrobat Reader or another PDF reader.   |
| Phishing | A type of fraud through email, text messages, or fake websites that aims to steal confidential information from recipients.   |
| Plug-in  | A software plug-in is a component that adds to a software program's functionality.  |
| РОР      | A Post office protocol (POP) is an Internet protocol used by<br>your Internet service provider (ISP) to handle email. A POP<br>account is an email account.   |
| Port     | When an application wants to send or receive traffic, it has to<br>use a numbered port between 1 to 65535. This is how you can<br>have multiple applications on a computer using the network and<br>each application knows which traffic is for it. |



| PPM                          | Pages per minute (PPM) generally refers to the speed of a printer.  |
|------------------------------|---|
| Processor                    | The processor is the brains of your computer. It is responsible<br>for performing calculations and tasks that make programs work.<br>The faster the processor, the faster the computer works.   |
| Protocol – TCP,<br>UDP, ICMP | Protocols are different ways of communicating over the<br>Internet. TCP and UDP are the most common protocols. The<br>ICMP protocol is also used, but primarily so network devices<br>can check each other's status. Different protocols are ideal for<br>different types of communication. |
| Protocol                     | A protocol is a standard or set of rules that computers and other devices use when communicating with one another.  |
|                              | R   |
| RAM                          | Random Access Memory provides space for your computer to<br>read and write data so that the CPU can find it quickly and<br>easily. When people refer to memory upgrades they are usually<br>talking about RAM.  |
| Read-only                    | A read-only file cannot be edited, modified or deleted.   |
| Remote desktop               | A Windows feature that allows you to have access to a<br>Windows session from another computer in a different location.   |
| Remote login                 | An interactive connection from your desktop computer over a network or telephone lines to a computer in another location (remote site).   |
| Resolution                   | Resolution refers to the number of distinct pixels that make up<br>the display on a computer monitor. It is denoted in DPI (dots per<br>inch). The higher the resolution, the finer and smoother the<br>images appear when displayed at a given size.                                       |
| ROM                          | ROM stands for read-only memory. It is the part of a computer's memory that cannot be changed by a user. The contents of ROM remain even when the computer is turned off.   |



| Router                                 | A device used for connecting two Local Area Networks (LANs);<br>a device that passes traffic back and forth. You likely have a<br>home router. It's that router's job to pass outgoing traffic from<br>your local devices to the Internet, and to pass incoming traffic<br>from the Internet to your devices.   |
|--|---|
|  | S   |
| SAAS                                   | Software as a Service (SAAS) is a cloud-based software<br>delivery model where applications are hosted and managed by<br>a service provider and made available to users over the<br>internet.   |
| SAN                                    | A storage area network (SAN) is a dedicated storage network<br>that provides access to consolidated, block level storage. SANs<br>primarily are used to make storage devices (such as disk arrays,<br>tape libraries, and optical jukeboxes) accessible to servers so<br>that the devices appear as locally attached to the operating<br>system. A SAN typically has its own network of storage devices<br>that are generally not accessible through the regular network<br>by regular devices. |
| SD-WAN                                 | A software-defined wide area network (SD-WAN) is a virtual<br>WAN architecture that allows enterprises to leverage any<br>combination of transport services—including MPLS, LTE and<br>broadband internet services—to securely connect users to<br>applications.  |
| Search engine                          | A search engine enables a computer user to search information<br>on the Internet. It is a type of software that creates indexes of<br>databases or Internet sites based on the titles of files,<br>keywords, or the full text of files. The most popular search<br>engines are Google, Yahoo and Bing.  |
| Security<br>Operations Center<br>(SOC) | A centralized unit that deals with security issues on an<br>organizational and technical level. A SOC within a building or<br>facility is a central location from where staff supervises the site,<br>using data processing technology.Typically, a SOC is equipped<br>for access monitoring, and controlling of lighting, alarms, and<br>vehicle barriers.   |
| SEO                                    | SEO, or search engine optimisation, is the practice of making<br>adjustments to certain aspects of a website in an effort to<br>improve its ranking on search engines.  |



| Serial port      | An interface on a computer that supports transmission of a single bit at a time; can be used for connecting almost any type of external device including a mouse, a modem, or a printer.   |  |
|------------------|--|--|
| Server           | A computer or system that is responsible for responding to requests made by a client program or computer. Also referred to as a "file server".   |  |
| SID              | SID (Security Identifier) is a unique identifier used in Windows<br>operating systems to identify users, groups, or other security<br>principals. Every user or group is assigned an SID upon creation,<br>which is used to control access to resources such as files,<br>folders, or network shares.  |  |
| SIEM             | Security information and event management (SIEM), software<br>products and services combine security information<br>management (SIM) and security event management (SEM).<br>They provide real-time analysis of security alerts generated by<br>applications and network hardware.   |  |
| SMB              | The Server Message Block Protocol (SMB protocol) provides a method for client applications in a computer to read and write to files on and to request services from server programs in a computer network.   |  |
| SMPT             | Mail Transfer Protocol is an Internet standard for e-mail transmission.  |  |
| SMTP             | Simple Mail Transfer Protocol; a method of handling outgoing electronic mail.  |  |
| SOC-as-a-service | A subscription- or software-based service that manages and<br>monitors your logs, devices, clouds, network and assets for<br>internal IT teams. The service provides companies with the<br>knowledge and skills necessary to combat<br>cyber-security threats.   |  |
| Software         | Any program that performs a specific function. Examples: word processing, spreadsheet calculations, or electronic mail.  |  |
| Spam             | Email spam, also known as junk email or unsolicited bulk email<br>(UBE), is a subset of spam that involves nearly identical<br>messages sent to numerous recipients by email. Definitions of<br>spam usually include the aspects that email is unsolicited and<br>sent in bulk. Spammers collect email addresses from chatrooms,<br>websites, customer lists, newsgroups, and viruses which harvest<br>users' address books, and are sold to other spammers. |  |



| Spear Phishing                        | Phishing attempts directed at specific individuals or companies<br>is known as spear phishing. In contrast to bulk phishing, spear<br>phishing attackers often gather and use personal information<br>about their target to increase their probability of success.  |  |
|---------------------------------------|---|--|
| SSL                                   | SSL, or secure sockets layer, is a protocol that allows Internet<br>users to send encrypted messages across the Internet. It is<br>generally used when transmitting confidential information (e.g.<br>personal data or credit card details). A web address that begins<br>with "https" indicates that an SSL connection is in use.  |  |
| Switch                                | A switch serves as a controller, enabling networked devices to<br>talk to each other efficiently. Through information sharing and<br>resource allocation, switches save businesses money and<br>increase employee productivity.   |  |
|                                       |   |  |
| TCP/IP                                | Transmission Control Protocol/Internet Protocol; an agreed<br>upon set of rules that tells computers how to exchange<br>information over the Internet. Other Internet protocols like FTP,<br>Gopher, and HTTP sit on top of TCP/IP.   |  |
| Teams /<br>Microsoft Teams            | Microsoft Teams is a unified communication and collaboration<br>platform in Office 365 that combines persistent workplace chat,<br>video meetings, file storage, and application integration.   |  |
| Two-factor<br>authentication<br>(2FA) | An extra level of security achieved using a security token<br>device; users have a personal identification number (PIN) that<br>identifies them as the owner of a particular token. The token<br>displays a number which is entered following the PIN number to<br>uniquely identify the owner to a particular network service. The<br>identification number for each user is changed frequently,<br>usually every few minutes. |  |



Unzip

To unzip a zip file is to extract and decompress compressed files from it. If you are sent a zip file via email, you will need to unzip it before you can access the files inside it.

24



| URL      | A uniform resource locator, or URL, is also known as a web<br>address. The current URL is displayed in your web browser's<br>address bar.  |
|----------|--|
|          |  |
| USB port | An interface used for connecting a Universal Serial Bus (USB) device to computer; these ports support plug and play.   |
|          |  |
| USB      | Universal Serial Bus; a connector on the back of almost any new<br>computer that allows you to quickly and easily attach external<br>devices such as mice, joysticks or flight yokes, printers,<br>scanners, modems, speakers, digital cameras or webcams, or<br>external storage devices. |
|          |  |
| Username | A name used in conjunction with a password to gain access to a computer system or a network service.   |



| Viral          | If an online video, photo or article "goes viral", it experiences a sudden spike in popularity in a short period of time.   |
|----------------|---|
| Virtualization | Virtualization is the creation of a virtual (rather than actual)<br>version of something, such as a hardware platform, operating<br>system, a storage device or network resources. In hardware<br>virtualization, the term host machine refers to the actual<br>machine on which the virtualization takes place; the term guest<br>machine, however, refers to the virtual machine. |
|                | A program intended to alter data on a computer in an invisible  |
| Virus          | fashion, usually for mischievous or destructive purposes.<br>Viruses are often transferred across the Internet as well as by<br>infected diskettes and can affect almost every type of<br>computer. Special antivirus programs are used to detect and<br>eliminate them.  |
|                | Voice over Internet Protocol; a means of using the Internet as  |
| VoIP           | the transmission medium for phone calls. An advantage is you<br>do not incur any additional surcharges beyond the cost of your<br>Internet access.  |
|                | Virtual Driveta Naturalizaria magna af agouraly agos in r   |
| VPN            | Virtual Private Networking; a means of securely accessing resources on a network by connecting to a remote access server through the Internet or other network.   |





| AV |              |
|----|--------------|
|    | $\mathbf{V}$ |
|    | - / -        |

| WAN                      | A wide area network is a larger network that covers a wider<br>area. Your ISP provides you with a connection to their own<br>WAN, which connects to the Internet.   |
|--------------------------|---|
| WAP                      | Wireless Application Protocol; a set of communication protocols for enabling wireless access to the Internet.   |
| WEP                      | Wired equivalent privacy (WEP) is a security protocol used in wi-<br>fi networks. It is designed to provide a wireless local area<br>network (LAN) with a level of security similar to that of a regular<br>wired LAN. WEP-secured networks are usually protected by<br>passwords. (See also WAP.)  |
| Wi-Fi                    | Wi-Fi is a technology that allows computers and other devices<br>to communicate via a wireless signal. Essentially, it means you<br>can browse the internet without tripping over phone cords.  |
| Window                   | On a graphical user interface system, a rectangular area on a display screen. Windows are particularly useful on multitasking systems which allow you to perform a number of different tasks simultaneously. Each task has its own window which you can click on to make it the current process. Contrast to a "dialog box" which is used to respond to prompts for input from an application.                              |
| Windows                  | A casual way of referring to the Microsoft Windows operating systems.   |
| Wireless<br>(networking) | The ability to access the Internet without a physical network<br>connection. Devices such as cell phones and PDAs that allow<br>you to send and receive email use a wireless Internet<br>connection based on a protocol called WAP (Wireless<br>Application Protocol). At this point, web sites that contain<br>wireless Internet content are limited, but will multiply as the use<br>of devices relying on WAP increases. |
| WLAN                     | Wireless Local Area Network; the computers and devices that make up a wireless network.   |
| WPA                      | Wi-Fi protected access (WPA) is a security protocol used in wi-fi<br>networks. It is an improvement on WEP because it offers greater<br>protection through more sophisticated data encryption.  |





### Z

Zip

To zip files is to archive and compress them into one file of smaller size using a program such as WinZip. It's a handy way to make files smaller before sending them via email.



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30