

In the Name of God, the Omniscient,
the Omnipotent

A Guide to
Computer Proficiency
in Academic Language Disciplines

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سرشناسه	یزدانی، مسعود Yazdani, Mas'ud
عنوان و نام پدیدآور	A guide to computer proficiency in academic language disciplines/ Massood
مشخصات نشر	Yazdani Moghaddam, Parviz Mosallanejad, Morteza Teimourtash.
مشخصات ظاهری	تهران: ارشد سپاهان، ۱۳۹۲ = ۲۰۱۳ م.
شابک	۲۸۰ ص.: مصور.
وضعیت فهرست نویسی	978-964-7879-34-7
یادداشت	فنی
یادداشت	انگلیسی.
آوانویسی عنوان	کتابنامه.
موضوع	گاید تو ...
موضوع	زبان انگلیسی -- کتابهای قرأت -- کامپیوتر
شناسه افزوده	کامپیوتر -- راهنمای آموزشی (عالی)
شناسه افزوده	مصلی نژاد، پرویز،
شناسه افزوده	Mosallanejad, Parviz
شناسه افزوده	تیمورتاش، مرتضی،
شناسه افزوده	Teimourtash, Morteza
رده بندی کنگره	PE۱۱۲۷ / ک۲ ۱۳۹۲
رده بندی دیویی	۴۲۸/۶۴
شماره کتابشناسی ملی	۳۳۹۰۱۱۸



A Guide to Computer Proficiency in Academic Language Disciplines

کلیه حقوق برای انتشارات ارشد سپاهان محفوظ است و هر گونه کپی برداری، تهیه راهنما، تهیه پاسخنامه، ترجمه متن، تهیه واژهنامه و هر گونه استفاده‌های دیگر از متن کتاب ممنوع بوده و مجازات تحت پیگرد قانونی قرار خواهد گرفت.

Authors:	Massood Yazdani Moghaddam, Parviz Mosallanejad, Morteza Teimourtash
Publisher:	Arshad Sepahan Publication
Layout and Typsetting:	Mantab Mohammadi
Printing and Binding:	Arshad Sepahan
Lithography:	Mehrshad
Revised & Updated:	1393/2014
Print Run:	500
ISBN:	978-964-7879-34-7
Price:	105000 RIs

مرکز پخش: تهران - خیابان انقلاب - ابتدای خیابان اردیبهشت (منبری جاوید) - پلاک ۷۰ - طبقه همکف - انتشارات سپاهان
تلفن: ۶۶۴۰۹۷۲۹-۳۰

همراه: ۰۹۱۳۱۱۴۸۷۷۶-۰۹۱۲۵۱۶۶۹۳۳

Introduction

Almost all students in different disciplines are studying computer sciences as a course at universities, and unfortunately many of them treat the offered courses like the other school subjects just to pass them since they believe that they do not need to be an expert and this should and may happen only for the specific students of those fields.

Computer Proficiency as a textbook intends to improve the theoretical computer knowledge of the students in various fields of study at A.A., B.A and even M.A levels.

Computer Proficiency, besides teaching the readers computer terminology, helps them master several skills including reading the related texts fluently, learning specific structures in this area and acquiring the ability to speak and write technically. The readers of this book also benefit from the most recent software in order to present their own lectures and hold the seminars brilliantly.

The present work also enables the readers to understand the computer concepts deeply so that they can use them in the real situations. *Computer Proficiency* as a course familiarizes the interested students with the hardware aspects as well, so that they may be able to troubleshoot the primary problems in their personal computers themselves. This textbook is based on the most recent findings in computer sciences and the texts have been chosen out of the authentic contexts and then they have been graded, adapted, and manipulated for the EFL situations. Computer sciences without practice will not lead to fruitful results; this is why the readers are required to study this book carefully and then do the exercises at the end of each chapter and later on try to practice what they have learned theoretically.

Table of Contents

Section I: The Place of Computer in Academic Language Discipline

<i>Unit 1: Using the Internet in English Language Learning</i> -----	9
<i>Unit 2: Learning English From Website</i> -----	11
<i>Unit 3: English Language Learning Sites</i> -----	13
<i>Unit 4: Types of Teaching Software</i> -----	16
<i>Unit 5: Software Used in Education</i> -----	18
<i>Unit 6: Teacher and Administrator Software</i> -----	20
<i>Unit 7: Types of Audio-Visual Material Used in Teaching</i> -----	21
<i>Unit 8: The Uses of Audio-Visual Aids in Teaching</i> -----	23
<i>Unit 9: Online TEFL & TESOL Certification</i> -----	26
<i>Unit 10: TESOL Programs Online</i> -----	28
<i>Unit 11: Online TESOL Certificationg</i> -----	31
<i>Unit 12: International TESOL Certificationg</i> -----	33
<i>Unit 13: Podcast: What is podcast?</i> -----	36

Unit 14: Starting a Podcast	39
Unit 15: Making a Podcast	41
Unit 16: Creating a Language Learning Podcast	43
Unit 17: Video Podcast	45
Unit 18: Distributing my Podcast	47
Unit 19: What is a Digital Object Identifier, or DOI?	49
Unit 20: Finding DOI Links	52
Unit 21: Referencing a DOI Number	54

Section II: PowerPoint (PPT)

Unit 22: What is Microsoft PowerPoint?	57
Unit 23: 10 Font Tips for Presenters	59
Unit 24: PowerPoint Presentations - The Good, The Bad and The Ugly ----	65
Unit 25: PowerPoint - The Bad	68
Unit 26: PowerPoint - The Ugly	71
Unit 27: SmartArt Overview in PowerPoint 2007	75
Unit 28: Add Clip Art and Pictures to PowerPoint 2007 Slides	77
Unit 29: Converting PowerPoint 2010 Slide Shows to Word Documents ---	79
Unit 30: Convert PowerPoint 2010 to Word - Text Version	80
Unit 31: Steps to Convert PowerPoint 2010 to a Word Document ----	83
Unit 32: Design Themes in PowerPoint 2010	86
Unit 33: Tips about PowerPoint Slide Shows	88

Unit 34: PowerPoint: Final remarks -----	93
Unit 35: Tips for Better Presentations -----	97

Section III: Journals and Websites in Academic Language Discipline

Unit 36: Journals in Second Language Acquisition (SLA) and Applied Linguistics -----	101
Unit 37: Journals and Article Collections -----	109
Unit 38: The Linguist List -----	112

Section IV: The Place of SPSS in Academic Language Discipline

Unit 39: What is SPSS Software? -----	120
Unit 40: Downloading SPSS Software -----	122
Unit 41: The Uses of SPSS Software -----	124
Unit 42: Entering Data from a File in SPSS -----	126
Unit 43: Importing an Excel Data Source into SPSS -----	128
Unit 44: Using SPSS Program -----	129
Unit 45: Using SPSS to Analyze Data -----	131
Unit 46: Calculating a Sample Size in SPSS -----	133
Unit 47: Analyzing Survey Results -----	134
Unit 48: Interpreting SPSS ANOVA Output -----	136

Section V: Presentation Skill in Academic Language Discipline

Unit 49: 10 Bad Presentation Techniques and Their Remedies ----- 140

Unit 50: 10 Tips on Becoming a Better Presenter ----- 145

Section VI

1. Wordle ----- 149

2. PowerPoint ----- 162

3. Lissrel ----- 175

4. Movie Maker ----- 191

5. Moodle (I) ----- 212

6. Moodle (II) ----- 232

7. Auto Linking ----- 260

8. Top 100 Tools for Learning ----- 266

References ----- 281

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