

Common utility programs

Worksheet 1



	Computer	House	Similar because ...
Security	Anti-virus	Using soap, bleach, washing powder & anti-bacterial kitchen surface cleaner.	Kills things that would make you get sick.
	Firewall	Lock doors & windows, prevent unauthorised access to the building.	
	Spyware detection	Close the curtains to stop people staring in to see you working on your laptop/iPad.	
File Organisation	Archiving, backup & restore	Tidying your bedroom (putting books back on shelves, clothes away in drawers). Putting boxes of old toys in the garage.	
Clean-up	Delete tmp, cache, internet files, downloads & installers, recycle bin	Empty all bins in house on 'bin day'. Throwing away or recycling packaging, wrappers, tin cans, post-it notes; wipe chores from chalkboard.	
Diagnostics	Task manager, disk usage viewer	Calendar, chalk board? Chores list on fridge? Monthly family meeting?	
Customisation & Add-ons	Eye-candy: change the appearance of an app without changing its functionality Helper apps, add new features to existing apps, make them faster/easier	Ornaments, paint, wallpaper. Kitchen gadgets.	