



**Student Orientation  
Guide  
WebCT 4.0**



Term	Definition
<b>Action Menu</b>	A row of links found in the content pages of WebCT that allow students to perform specific functions.
<b>Browser</b>	A software programme that enables the user to access and view web pages over the Internet.
<b>Backup</b>	Saving data to an external source for safekeeping. Data can be saved to a disk, a CD-ROM, a tape, or another computer.
<b>Breadcrumbs</b>	The trail of screens you have accessed.
<b>Cache</b>	The place on your computer hard-drive where the most recently accessed web pages are stored. If you want to revisit a site you have recently been to, you can access the URL from the cache.
<b>CD-ROM</b>	An acronym for <b>Compact Disk Read Only Memory</b> . A CD-ROM is used for storage of data.
<b>Chat</b>	Communicating with people by sending and receiving messages using a chat tool in real time.
<b>Client</b>	A software programme that enables one computer to contact and talk to another computer, and access it's programmes or files.
<b>Content Module</b>	The designer of the course places content pages into the course in a hierarchical sequence. This navigable hierarchical sequence of content pages is known as the content module.
<b>Cyberspace</b>	The electronic environment that facilitates interaction between people using computers.
<b>Download</b>	To copy a software programme or a file from another computer onto your computer. In WebCT: To copy a file from WebCT onto your hard drive.
<b>Email</b>	An electronic message that is sent from one computer to another computer.
<b>Filtering</b>	A software programme that filters and cuts off access to objectionable material on the Internet.
<b>FTP</b>	An acronym for <b>File Transfer Protocol</b> . A method of receiving or sending files over the Internet from specific sites.
<b>Homepage</b>	The main screen of a WebCT course that contains icons that link to different areas and tools in the WebCT course.
<b>Host</b>	A computer that provides services to other computers across a network.
<b>HTML</b>	An acronym for <b>Hyper Text Markup Language</b> . It is the primary coding language used to present information over the Internet.
<b>HTTP</b>	An acronym for <b>Hyper Text Transfer Protocol</b> . A set of rules that transfers pages written in HTML between different computers.
<b>Icon</b>	A symbol or picture on the computer screen that depicts an action or a function.
<b>Interface</b>	The onscreen look and feel of a page that enables the user to interact with the computer.
<b>Internet</b>	A collection of computer networks that are linked worldwide.

Term	Definition
<b>Internet Service Provider</b>	A company that provides the service of dial up access to the Internet using telephone lines at a fee.
<b>Modem</b>	A hardware device connecting a computer and phone line, enabling your computer to talk to other computers.
<b>Newbie</b>	A beginner in the online world.
<b>Online</b>	Operating your computer while connected to a main computer. When you are connected to the Internet and are surfing the Web you are online.
<b>Organiser Page</b>	A page used to group similar icons or objects; e.g. WebCT tools on another page apart from the homepage. A secondary homepage.
<b>Plug-ins</b>	Add on software programmes that enhance the ability of your browser. Plug-ins may be used to enhance your browser's ability to e.g. display images, participate in chat rooms or play sounds.
<b>POP</b>	An acronym for <b>P</b> oint <b>O</b> f <b>P</b> resence. A location that an internet service provider can connect to with a local telephone call.
<b>Pull down menu</b>	A list that drops down giving you a variety of choices.
<b>Search engine</b>	A software programme that searches for a word, topic or phrase on the Internet and displays the results of the search as descriptive links for easy access to the information.
<b>Server</b>	A central computer that provides services for other computers over a network. A server can perform a specific function or several functions.
<b>Shareware</b>	A software programme that is free for a trial period. Once the trial period lapses the user is required to pay for the software if they want to continue using it.
<b>Single page</b>	A single page of information found in the WebCT course that can be accessed easily and opens in an external window.
<b>Spam</b>	Unsolicited junk mail that is sent via email.
<b>Synchronous</b>	Simultaneous access to a site or simultaneous communication. The chat room is a synchronous WebCT tool because users log in simultaneously and chat in real time.
<b>TCP/IP</b>	An acronym for <b>T</b> ransmission <b>C</b> ontrol <b>P</b> rotocol / <b>I</b> nternet <b>P</b> rotocol. The set of rules or protocol that a computer on the Internet must follow to communicate.
<b>Upload</b>	To transfer files from your computer onto another computer. In WebCT: To transfer files from your computer into WebCT.
<b>URL</b>	An acronym for <b>U</b> niversal <b>R</b> esource <b>L</b> ocator. It is the identifier used to find different web site addresses over the Internet.
<b>Virtual</b>	Almost real. A virtual bookstore is an online bookstore where you can purchase books and pay for them over the Internet.
<b>Virus</b>	A computer bug that is infectious. A programme written to disrupt the computer system. Viruses can cause from mild distractions to major problems.

<b>Term</b>	<b>Definition</b>
<b>WebCT Administrator</b>	The person responsible for setting up courses and managing the database in WebCT.
<b>WebCT Designer</b>	The person responsible for designing the course in WebCT.
<b>Website</b>	A group of pages linked together, found on the world wide web that belongs to a company, individual or organisation.
<b>World Wide Web</b>	An online information source of interconnected data that is global.