

Computer Vocabulary: Part 2

Computer Problems

Read the conversations with your tutor. Use your vocabulary worksheet to look up words you don't remember.

Conversation #1:

Sue: Can you help me? I can't open MS Word.

Tran: Click on the icon for MS Word.

Sue: Nothing happens!

Tran: Okay. First, turn off your computer. Then, turn on your computer. Now, click on the icon for MS Word again.

Sue: It works now! Thank you, Tran.

Conversation #2:

Mark: Can you help me? I want to print my letter.

Tran: Where did you save it?

Mark: It's in a folder on the desktop.

Tran: Okay. Click on the folder. Click on the file named "Mark's letter." Now, click "Print."

Mark: Thanks for your help.

What do you want to do on the computer? How can you do it?

