

TOPIC 10 – OPERATING SYSTEMS

LEARNING OUTCOMES

By the end of this topics, you will be able to:

1. describe file management and utilities.
2. explain system and communication software.

INTRODUCTION

This topic explains the file management and utilities in operating systems. It is also explains the system and communication software.

10.1 FILE MANAGEMENT

An operating system is a program that acts as an interface between the user and the computer hardware and controls the execution of all kinds of programs.

The file management is the operating system function that organized the files into directories for easy navigation and usage. These directories may contain files and other directions. An Operating System keeps track of information, location, uses, status etc, decides who gets the resources, allocates the resources and de-allocates the resources.

SELF CHECK 10.1

1. Describe the responsibilities of file management in operating system.

10.2 UTILITIES

Many operating systems provide utilities to administer and troubleshoot. Most of the operating systems provide context sensitive help to use the tools.

For example, anti-virus, achievers, backup software, clipboard managers, cryptographic, data compression, data synchronization, file synchronization, revision control, disk checkers and disk cleaners.

SELF CHECK 10.2

1. List FIVE (5) example of system utilities.

10.3 SYSTEM AND COMMUNICATION SOFTWARE

Communication software is used to provide remote access to systems and exchange files and messages in text, audio and/or video formats between different computers or users.

This includes terminal emulators, file transfer programs, chat and instant messaging programs, as well as similar functionality integrated within MUDs.

The term is also applied to software operating a bulletin board system, but seldom to that operating a computer network or Stored Program Control exchange

Communications software helps transmit information between different software systems. This platform enables you to access remote computers and transmits files in various formats between systems. Popular communication software solutions are file transfer protocol (FTP), instant messaging apps, live chat, and email. Another widely used product nowadays is Voice over Internet Protocol (VoIP). VoIP enables you to make calls at a cheap rate as all you need is internet access. Enterprises can use communications software to enable their employees to exchange info securely and privately, and also to contact customers using secure channels. To choose a suitable communications system for your company, check out the current front-runner in this category [RingCentral](#) as well as other widely used products

SELF CHECK 10.3

1. Explain the communication software.

SUMMARY

In this topic you have learnt that:

The file management and utilities, system and communication software.

KEY TERMS

Operating System	Collection of software that manages computer hardware resources and provides common services for computer programs.
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REFERENCES

Stallings, W., (2019). *Computer Organization and Architecture Designing for Performance*. 11th ed. New York: Pearson.