**Lesson 26 – Communication Services Research and Share**

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| **Work Stations** | **Research your answers. Report to the class. Use the Presentation and your computer. Write in the space provided. You can also draw and write on the back of this paper.**  **Explain Your Thinking! / “In your own words explain . . .”** |
| **Group 1** | Draw a picture of “Client/Server” networking and explain how it works. (Lesson 25, GS5) |
| **Group 2** | Explain networking options other than “Client/Server”. (Lesson 25, GS5) |
| **Group 3** | Draw a picture(s) of how a virus infects a computer system and explain how viruses spread. |
| **Group 4** | (Write and) Explain the e-mail options: reply, reply to all, and forward. Give examples for their use. (p. 13) |
| **Group 5** | How do you interpret an email address and domain code? (p. 11) Example – Explain the parts of: http://www.tmoe.biz/IC3/fall2018.htm |
| **Group 6** | What was ARPANET and what was its significance to electronic communications? (p. 9) |
| **Group 7** | What is the difference between “Cc” and “Bcc” ? (p. 14) Describe a scenario for each. |
| **Group 8** | Saving an email message: What options are there? What is a “draft”? What is “spam” ? (p. 24) |
| **Group 9** | Demonstrate how to attach a file to an email message. Explain each step (in your own words). |
| **Group 10** | Explain what options you have when you receive an attachment. (p. 28) |
| **Group 11** | What is a “signature”? How would you use it? Create one that you would use. (p. 32) |
| **Group 12** | What are the different icons found in the message headers? What do they indicate? (p. 29) |
| **Group 13** | Identify the Mail Configuration Options found in Outlook. Explain a scenario where you use each one. (p. 31) |
| **Group 14** | Explain and give examples of Chat Rooms, Social Networking, Blogs, and Message Boards and Newsgroups. (p. 6,7) |