



English for Computer Science and Engineering

Unit 3

Spreadsheet: The Magic Matrix

grid	network of crisscrossed bars
accountant	someone whose job is to keep and check financial accounts, calculate taxes etc
primary	first, original
instructor	teacher, educator
alternative	optional
confine	limit, restrict
profit	benefit, privilege, financial gain
loss	failure to keep, defeat
statement	declaration, printed record of account activity

Spreadsheet: The Magic Matrix

demography	study of the statistical characteristics of a population
inventory	stock, list of assets
budget	financial plan
highlight	stress, emphasize
content	all that is inside of something
designated	intended, chosen
illustrate	demonstrate, exemplify, clarify, depict
currency	money, prevalence

Spreadsheet: The Magic Matrix

rectangle	parallelogram with four right angles
dozen	twelve items, group of twelve
outfit	equip
scroll	move on-screen text or images horizontally or vertically
magnify	enlarge, increase the size of, exaggerate

Simulation by Spreadsheet

simulation	imitation
in response to	act of pretending
frustration	disappointment, anxiety and depression
amazed	surprised, astonished
milestone	important event
explanation	description
capital	assets, wealth
foolproof	guarded against every possible mistake

Simulation by Spreadsheet

negotiate	to succeed in getting past or over a difficult place on a path
loan	something borrowed
stock	the capital raised by a corporation through the issue of shares entitling holders to an ownership interest
bond	certificate of debt
means	method, way
arithmetic	mathematics
labor	work-force, workers, working class

Language focus C

Word formation: suffixes

We have already seen how prefixes can change the meaning of a word. Let us now consider some suffixes, their usual meanings, and how they change the meanings of English words.

Suffixes			
Nouns	Verbs	Adjectives	Adverbs
-ance	-ize	-able	-ly
-ence	-ate	-ible	
-or	-fy	-less	
-er	-en	-ic	
-ist	-ify	-ical	
-ness		-ish	
		-ive	

Exercise 1

Study these tables and try to make additional examples. Use your dictionary if necessary.

1 Noun-forming suffixes:

Suffix	Meaning	Examples
-ance	state	performance
-ence	quality of	independence
-er, -or	{ a person who a thing which	programmer, operator compiler, accumulator
-ist, -yst	a person who	analyst, typist
-ian	pertaining to	electrician
-tion, -ation	the act of	compilation
-ness	condition of	readiness
-ion	action/state	conversion
-ing	activity	multiplexing
-ment	state, action	measurement
-ity	state, quality	electricity
-ism	condition/state	magnetism
-dom	domain/condition	freedom
-ship	condition/state	relationship, partnership

2 Verb-forming suffixes:

Suffix	Meaning	Examples
-ize/-ise -ate -ify -en	} to make	computerize automate, activate, calculate simplify harden, widen

3 Adverb-forming suffix:

Suffix	Meaning	Examples
-ly	in the manner of	electronically, logically, comparably, helpfully

4 Adjective-forming suffixes:

Suffix	Meaning	Examples	
-al -ar -ic -ical	} having the quality of	computational, logical circular magnetic, automatic electrical	
-able -ible		} capable of being	comparable divisible
-ous			like, full of
-ful -less -ish		characterized by without like	helpful careless yellowish
-ed -ive	} having the quality of	computed interactive	

Note: Words ending in *-ing* are formed from verbs. The *-ing* form may be used as a noun, part of a noun phrase, or part of a verb.

Examples:

- 1 **Programming** is an interesting job. (noun)
- 2 **Programming** in C is interesting. (part of noun phrase)
- 3 He is **working** as a programmer. (part of verb)

Exercise 2

Read the following sentences and circle the suffixes. Underline the stem if it can be used on its own. The first one has been done for you.

- 1 A programmer designs, writes, and tests programs for performing various tasks on a computer.
- 2 A systems analyst studies organizational systems and decides what action needs to be taken to maximize efficiency.

- 3** Laser printers are preferable to other types of printing devices because of their speed and quietness.
- 4** The microcomputer we have purchased does not have a FORTRAN compiler. It is programmable in BASIC only.
- 5** We have found that operators who have the freedom to take short breaks during the day greatly improve their performance.
- 6** The number of shipments will increase over the coming months.
- 7** We decided to computerize the entire plant to give each division more independence.
- 8** Spooling is a way of storing data temporarily on disk or tape until it can be processed by another part of the system.
- 9** Turning your office into a paperless environment may be expensive at the beginning but can produce big savings in the long run.
- 10** Software developers are producing increasingly sophisticated applications for a growing global market.

Now, for each word that has a suffix, indicate what part of speech the word is (e.g. noun, verb, etc.).