# Practical Phrases for Computers

# Computer Actions

# Computer Actions

To attach

To back up

To click

To connect

To copy

To cut

To delete

To disconnect

To download

To drag (and drop)

To edit

To highlight

To hover

To install

To maximise

To minimise

To mute

To paste

To redo

To refresh

To reset

To restart

To save (as)

To scroll (up/down)

To search

To select

# Computer Actions

To shut down
To sign in/out
To sync
To type
To undo
To uninstall
To unmute
To update
To upgrade
To upload
To zoom in/out

# Computer Phrasal Verbs

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# Computer Phrasal Verbs

Yesterday, I tried to **log in** to my new account, but it wouldn't work properly. So I decided to **sign up** again using a different email. Before I started installing new software, I made sure to **back up** all my important files. Then I **plugged in** my laptop and began to **set up** the new program. Once everything was ready, I **turned on** the application, but it immediately **locked up**. I tried to restart it, but it seemed to **break down** completely. After a few minutes, I finally managed to **load up** the program again. When I was done, I **shut down** the computer to save energy. Unfortunately, I had **run out of** storage space, and suddenly a warning **popped up** on the screen. Later, my phone **went off** with an alert about the update.

# Phrasal Verbs for Computers

## to log in

*intransitive*

To access a system using your username/password

*I always log in to my computer in the mornings.*

# **to log out**

intransitive

To exit from a system

*I log out at the end of each day.*

# Phrasal Verbs for Computers

## to sign up

*intransitive*

To register for a service

*I will sign up to their mailing list.*

# Phrasal Verbs for Computers

## to back up

transitive - separable

To make a copy to prevent data loss

*I must back my files up later today.*

# Phrasal Verbs for Computers

## to plug in

*transitive - separable*

To connect an electrical device to a power source.

*Can you plug my charger in?*

# Phrasal Verbs for Computers

## to set up

*transitive - separable*

To install, prepare or arrange for use

*I need to set up my new computer.*

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## to turn on

transitive - separable

To start a device/system

*Can you turn my laptop on, please?*

# Phrasal Verbs for Computers

## to turn off

transitive - separable

To stop a device/system

*Can you turn off laptop on, please?*

**to lock up**

intransitive

When a device/program freezes

*My computer has locked up again.*

# Phrasal Verbs for Computers

## to break down

intransitive

When a device/program stops working

*My computer has completely broken down.*

# Phrasal Verbs for Computers

## to load up

*transitive - separable*

To start a program so it's ready to use

*Can you load the documents up ready for the meeting?*

# Phrasal Verbs for Computers

**to shut down**

transitive - separable

To turn off a device completely

*Let's shut down the computer.*

# Phrasal Verbs for Computers

**to run out of**

*transitive - inseparable*

To use all of a supply

*My laptop has run out of battery.*

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# Phrasal Verbs for Computers

## to pop up

intransitive

To appear suddenly

*This message has popped up on my screen.*

## to go off

intransitive

## To start suddenly (alarms/notifications/devices)

*The alarm is going off!*

# Computer Problems and Solutions

# The screen is **frozen** and I can't click on anything.

✎ Sometimes a small **glitch** causes freezing - try to **restart** the computer.

✎ Close any apps that are using too much **RAM**.

✎ Check if your **OS** needs an update.

Frozen: When a computer or app stops responding

Glitch: Small temporary error

Restart: To turn a computer off and back on again

RAM: Short-term computer memory used to run programs quickly

OS (Operating System): Main software that controls the computer

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# My computer is running slowly

- ✎ Close unnecessary tabs and **windows**.
- ✎ Check how much storage you have left.
- ✎ Delete temporary **data files**.
- ✎ Restart the router if websites load slowly.

Window: Open box on your screen

Data file: File that stores information created by a user

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# I can't connect to the Wi-Fi

✏ Restart your router.

✏ Forget the network and log in again.

✏ Check your **password** is correct.

✏ Make sure **Airplane Mode** isn't on.

✏ Sometimes the **server** might be down — wait or contact your provider.

Password: A secret string on characters used to access an account

Airplane Mode: A setting that turns off wireless connections on a device

Server: A powerful computer that stores data allowing other computers to access them over a network

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# The app keeps **crashing**

- ✎ Update the app.
- ✎ Reinstall it (uninstall → install).
- ✎ Check for OS updates.
- ✎ Look for known **bugs** in the app or software notes online.

To crash: To suddenly stop working and close unexpectedly

Bug: Error in software that makes it behave incorrectly

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# I'm **out of storage**

✏️ Delete old files / videos.

✏️ Move items to **cloud storage**.

✏️ Empty the **recycle bin / trash**.

Out of storage: When a device has no more space left to save new data

Cloud storage: A service that lets you save files online so you can access them from any device with an Internet connection

Recycle bin/trash: A folder where deleted files go before permanent deletion

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# My laptop **overheats**

- ✎ Make sure **vents** aren't blocked.
- ✎ Reduce the number of apps running at the same time.
- ✎ Use a **cooling pad** if necessary.

To overheat: To get too hot causing damage

Vent: An opening on the computer that allows hot air to escape

Cooling pad: A device that helps reduce heat, usually by blowing cold air or providing a cooler surface

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# My headphones won't connect

✏ Turn Bluetooth off and on.
✏ Make sure devices are **paired** correctly.
✏ Restart the computer or device.

Paired: Connected, usually wirelessly

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# The printer **isn't responding**

- ✐ Check the cable connection or Wi-Fi.
- ✐ Make sure the printer has paper and ink.
- ✐ Restart the printer and computer.

Not responding: When a program stops working temporarily ad doesn't erect to clicks or commands

# My file won't open

✎ Make sure the file format is supported by your app.

✎ Check if the data is **corrupted**.

✎ Try opening it on another device.

Corrupted: When data becomes damaged and cannot be opened or used properly

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# I think someone has **hacked** my account

✎ Change your password immediately. Try using secure passwords.

✎ Check for suspicious activity on your server or account

✎ Enable **two-factor authentication**.

Hacked: A computer system has been illegally accessed

Two-factor authentication (2FA): A security method that requires two types of verification to access an account

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# I keep getting **spam** emails

✏ Mark suspicious emails as spam.

✏ Do not click any links or download attachments.

✏ Set up an email filter to block unwanted messages.

Spam: Unwanted or irrelevant emails, messages, often sent in bulk

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# My browser shows annoying **pop-ups**

✏ Enable a **pop-up blocker** in your browser.

✏ Turn off **notifications.**

✏ Clear your **cache** and **cookies** regularly.

✏ Avoid clicking on suspicious ads or links.

Pop-up: A small window that appears on your screen

Pop-up blocker: A feature to prevent pop-ups from appearing

Notification: Message

Cache: Temporary files stored on your browser/device to make loading faster

Cookies: Small files saved by websites to remember information

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# Websites are tracking my **browsing history**

- ✐ Use **incognito mode** for private browsing.
- ✐ Clear your browsing history, cache, and cookies regularly.
- ✐ Adjust your browser privacy settings to limit tracking.

Browsing history: A record of all websites you've visited on your browser

Incognito mode: A private browsing mode where history, cookies and cache aren't saved

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# Computer
# Native Phrases

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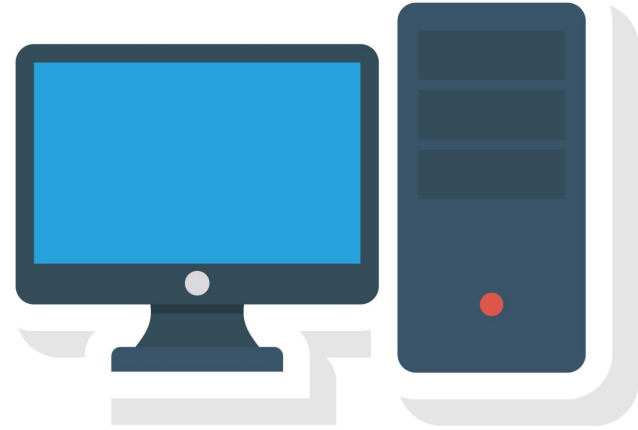
# Computer Native Phrases

- Hang on, it's loading
- One sec, it's frozen
- It won't open
- Where did that file go? / Where's that file gone?
- It's lagging
- Let me Google it
- I've lost the page/ tab
- It's not responding.
- My battery's dying
- It keeps crashing
- The Wi-Fi's being slow today
- It won't save for some reason
- My mouse isn't working
- It won't let me click anything
- I deleted it by accident
- I forgot to save it
- I clicked the wrong thing
- I closed the tab by mistake