

Theory questions

Q1. Indicate whether the following statements are True or False.

1. A plotter is an input device. **False**
2. A VDU can display both graphics and text. **True**
3. Another term for output is scanning. **False**
4. Windows is an example of application software. **False**
5. Speakers are used to input sound in the computer. **False**
6. Hard copies are produced by printers. **True**
7. A keyboard is used to type characters. **True**
8. Kilobyte is a unit of measurement for storage devices. **True**
9. A Floppy disk can hold more information than a hard disk. **False**
10. USB flash drive is not portable. **False**

Q2. Arrange the following storage devices in ascending order of storage capacity. That is, the device with smallest storage capacity first.

CD-ROM, DVD-ROM, Floppy Disk, Hard-Disk, Pen Drive

1. **Floppy Disk**
2. **CD-ROM**
3. **DVD-ROM**
4. **Pendrive**
5. **Hard-Disk**

Q3. Fill in the blanks with the most appropriate words given below. Each word may be used more than once.

Application Software Microsoft Word Web Browser Linux MS Paint Graphic Software

Spreadsheet Word Perfect Word Processing Software Excel Control Spreadsheet

1. **Application Software** is used to perform a specific task.
2. **Spreadsheet** consists of a number of cells.
3. A **graphic software** is used to create and edit computer images and pictures.
4. Both **Word Perfect** and **Microsoft Word** are examples of word processors.
5. The **web browser** allows us to view web pages.
6. The most common graphic software is **Ms Paint**.
7. **Linux** is an example of an operating system available freely.
8. A spreadsheet is normally used when data needs to be stored in **excel**
9. The main function of an operating software is to **control** the computer hardware.
10. A **word processing software** is used to create documents.

Q4.

- a) **E-commerce** is the buying and selling of products or services over the internet. These services provided online over the internet network.
- b) **2 advantages of E-commerce to the customers**
 - There is no travelling; it can be done from home
 - No sticking to shopping hours – it can be done 24 hours a day
- c) **2 disadvantages of E-commerce to the customers**
 - Not everyone has an internet access
 - You cannot try items before purchasing

Q5.

- a) **Networking** is two or more computers or other electronic devices, connected together so that they can exchange data.
- b) **2 advantages of networking**
 - Data can be easily backed up and stored on file server.
 - Reduce cost by sharing hardware (example , a printer or scanner) and software (example, using a network version or site license of a program)
- c) **2 disadvantages of networking.**
 - The hardware, software and expertise required to set up a network can be expensive.
 - If the server fails to work the complete network may also fail to work

Q6.

- a) **LAN** stands for Local Area Network. It is a network that connects computers and other devices in a relatively small area, typically a single building or a group of buildings.

WAN stands for Wide Area Network. It is a telecommunications network or computer network that extends over a large geographical distance/place. Wide area networks are often established with leased telecommunication circuits.

b)

Three differences between LAN and WAN	
LAN	WAN
There is a need to set up a couple of extra devices on the network, so it is not very expensive.	In WAN networks as remote areas have to be connected, hence the set-up costs are higher
The speed of LAN is high.	The speed of WAN is slower than LAN.
LAN has a higher data transfer rate.	WAN has a lower data transfer rate as compares to LAN.

c) **2 advantages and 2 disadvantages of LAN.**

LAN	
Advantages	Disadvantages
Data of all network users can be stored on a single hard disk of the server computer.	In the server-based LAN architecture , if server develops some fault , all the users are affected.
You can easily transfer data and messages over networked computers.	Appearance of virus in one system can spread very fast to all the LAN users very easily

d) **2 advantages and 2 disadvantages of WAN.**

WAN	
Advantages	Disadvantages
Share information/files over a larger area.	The initial set up cost of is WAN network is high
Shares software and resources by connecting with various workstations.	It requires more time to resolve issues because of the involvement of multiple wired and wireless technologies.