

Dear Parents / Students

Due to the unprecedented situation, Knowledgeplus Training center is mobilized and will keep accompanying and supporting our students through this difficult time.

Our Staff will be continuously, **sending notes and exercises on a weekly basis** through **what's app and emails**. Students are requested to **copy the notes and do the exercises** on their copybooks.

The answers to the questions below will be made available on our website on [knowledgeplus.mu/support.php](http://knowledgeplus.mu/support.php)

Please note that these are extra work and notes that we are providing our students and **all classes will be replaced during the winter vacation.**

We thank you for your trust and are convinced that, together, we will overcome these troubled times

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## **Fundamentals of Software package – Week 3**

### **E-Learning and E- Banking**

#### **E-Learning**

E-Learning is also known as electronic learning (e-learning), cyber-learning or web learning and distance learning. E-learning allows students to use computers and appropriate software to learn at their own pace from anywhere in the world.

The software uses a computer-based training (CBT) approach, so that students learn by using and completing exercises with the software. It often contains multimedia components to facilitate teaching and learning.

E-learning makes use of the internet resources for learning purposes instead of traditional classroom instructions.

#### **E-learning helps us to:**

- Get a certificate or degree online
- Learn how things work
- Develop skills or hobby
- Train for a new career.
- Get familiar with new software

## **Advantages of E-Learning**

- One can learn a course at any time without leaving home.
- The cost of online learning is much cheaper than a normal school.
- It contains multimedia effects which make learning more interesting and interactive.
- Students can learn by themselves when teacher is not available
- Students can learn and proceed at their own pace.

## **Disadvantages of E-Learning**

- Face to face interaction between students and teachers may be reduced.
- Sometimes internet access speed is low.
- Students can only follow what the Computer Aided Learning packages are predefined to offer.
- E- learning can cause social isolation
- E-Learning requires strong self –motivation and time management.

## **E- Banking**

Online banking ( or Internet banking or E-banking ) allows customers of a financial institution to conduct financial transactions on a secure website operated by the institution.

To perform e-banking, a customer must have Internet access and must register with the institution

### **Customers with access to e-banking can:**

- Check their bank balance
- View/print current and previous bank statements
- Pay bills online, example ,setup direct debits and standing orders.
- Setup new, separate accounts for specific purposes, example, savings
- Transfer money between their accounts and to other people's accounts

### **Advantages of e-banking to the bank**

- Allows business to operate 24 hours a day
- The customers do all of the work themselves so staff numbers can be reduced
- Save cost on rent, salary and operations.
- Banks can attract new customers to their online business

### **Disadvantages of e-banking to the bank**

- Fewer customers contact and so harder to build personal relationships with their customers
- It is harder to sell other services that may be on offer.
- There is a need to be always one step ahead of criminals so investment must be made in devising new ways of keeping customer accounts secure.
- Having to employ specialist web developers and expensive computers to run the site .
- If the web site goes down then customers cannot access their accounts.

## Advantages of e-banking to customers

- You can do almost everything from the comfort of your own home
- Can bank at a time convenient to you almost 24/7
- No need to stand in queues
- Can get instant statement of your account(s)
- Easy to compare deals between Banks and special offers.
- Can apply for a loan directly from the web site.

## Disadvantage of online banking to the customers

- Loss of personal contact between customers and bank employees
- Requires you to have a computer and Internet access to use it.
- If there are problems to sort out, then it is much easier to explain the problem face to face rather than having to use email or telephone .
- Not so simple to deposit cheques as you may have to send them by post.
- The security of online banking, specially hacking and credit card fraud.
- You need to be very aware of fake emails arriving in your inbox. They pretend to be from your bank. This kind of fraud is called “phishing”.

## Theory questions

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

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

### 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. ....
2. ....
3. ....
4. ....
5. ....

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

**Q4.**

- a) Define the term E-commerce.
- b) Give 2 advantages of E-commerce to the customers.
- c) Give 2 disadvantages of E-commerce to the customers.

**Q5.**

- a) Define the term Networking.
- b) Give 2 advantages of networking
- c) Give 2 disadvantages of networking.

**Q6.**

- a) Giving the full name explain what is LAN and WAN.
- b) List down 3 differences between LAN and WAN.
- c) List down 2 advantages and 2 disadvantages of LAN.
- d) List down 2 advantages and 2 disadvantages of WAN.