

FOS

Week 3: Answers

Question 1:

Ring the correct letter for each question.

1. Which one of the following is not a GUI item?
 - A. Windows
 - B. Icon
 - C. Menu
 - D. Screen**
2. To run a program represented by an icon you should point the mouse pointer on the icon and
 - A. Click the mouse button once.
 - B. Click the mouse button twice.**
 - C. Click the mouse button thrice.
 - D. Drag the icon to a new position.
3. On thewe can see all the applications we have opened in Ms Windows.
 - A. Title Bar
 - B. Menu
 - C. Start Button
 - D. Taskbar**
4. On the screen each application we open appears in a box called a
 - A. Ms Windows
 - B. Window**
 - C. Program
 - D. Software
5. Theis the background of the screen.
 - A. Ms Windows
 - B. Desktop**
 - C. Software
 - D. Menu

Question 2:

Write True or False at the end of each sentence.

- a) Any text that we type on the computer is called a document. **True**
- b) We can use the Start menu to open a Window. **True**
- c) A computer can function without an operating system. **False**
- d) An operating system allows us to run application software such as the MS Word and MS Excel etc.
True
- e) While working with Ms Windows, we cannot open many windows at the same time. **False**
- f) Ms Windows is not a GUI based operating system. **False**
- g) A window is a rectangular area on the screen of MS Windows. **True**

Question 3:

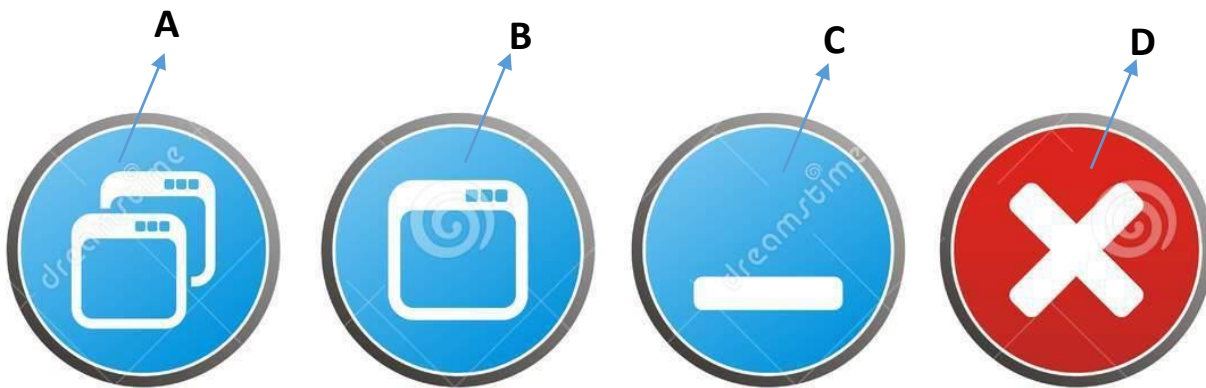
Fill in the blanks with the words from the list below.

MS Windows, window, clicking, taskbar, start.

- a) MS Windows displays each application in a separate **window**.
- b) When we minimize a window, it becomes small and lies on the **taskbar**.
- c) The **start** button is found on the taskbar.
- d) **Ms Windows** allows us to open many windows at the same time.
- e) By **clicking** on the start button we can open many programs found in MS Windows.

Question 4:

Name the following buttons and write down one sentence to show the importance of each button.



A: **Restore button:** It appears when a window has been maximized. It changes the window back to its previous size.

B: **Maximize button:** It is used to increase the size of window so that it fills the whole screen.

C: **Minimize button:** If you click on the minimize button the game window disappears. It appears as a button at the bottom of the screen on the taskbar.

D: **Close Window Button:** The close button is used to close the window.

Question 5:

a) Define the term Networking.

Networking is two or more computers or other electronic devices, connected together so that they can exchange data.

b) Give 2 advantages of networking

Adv 1: Data can be easily backed up and stored on file server

Adv 2: Reduce cost by sharing hardware (example, a printer or scanner) and software (example, using a network version or site license of a program)

c) Give 2 disadvantages of networking.

Disadvantage 1: The hardware, software and expertise required to set up a network can be expensive.

Disadvantage 2: If the server fails to work the complete network may also fail to work.