**Task 2**

1. быть разработанным для хранения и обработки;
2. быть способным хранить данные;
3. сложные схемы с различными функциями;
4. контролировать и координировать действия аппаратных средств;
5. создавать инструкции программного обеспечения компьютера;
6. принимать информацию в форме инструкций;
7. предоставлять результаты;
8. предоставлять информацию;
9. ввод данных;
10. служба технической поддержки.

**Task 3**

1. Specially prepared information;
2. Consist of millions of electronic devices;
3. Move data at high speed;
4. Needs to be considered both hardware and software;
5. During data processing;
6. Respond to procedures;
7. Solve a problem;
8. Stored inside the computer;
9. Output;
10. Reliable.

**Task 4**

1. Disagree. The statement is incorrect as the text states that the computer is designed to store and process electronically, specially prepared pieces of information which are called data.
2. Agree. The statement is correct as the text mentions that computers are made up of millions of electronic devices capable of storing data or moving it at enormous speed through complex circuits with different functions.
3. Disagree. The statement is incorrect as the text clearly mentions that hardware refers to the machinery, whereas software refers to the programs which control and coordinate the activities of hardware while processing the data.
4. Disagree. The statement is incorrect as the text states that the basic job of a computer is the processing of information.
5. Agree. The statement is correct as the text mentions that the program, which tells the computer what to do and the data, which provide the information needed to solve the problem, are kept inside the computer in a place called memory.
6. Agree. The statement is correct as the text defines input as the information presented to the machine.
7. Disagree. The statement is incorrect as the text mentions that a computer has no known limit on the kinds of things it can do and its versatility is limited only by the imagination of the people using it.
8. Disagree. The statement is incorrect as the text states that during the early period of computer development, these machines were large, not so reliable and very expensive to own, and a large number of support personnel were needed to keep the equipment operating. However, it also mentions that this has changed now that computers have become portable, more compact and cheaper.

**Task 8**

1. a) A computer is limited in its ability by the imagination of a man.

b) Some people are good at inventing imaginative stories.

c) It is practically impossible to imagine the speed at which a computer calculates numbers.

1. a) Many terminals can be added to a basic system.

b) Addition and subtraction are two basic mathematical operations.

c) When buying a system there is often no additional charge for the program.

1. a) There can be many complications involved in setting up a computer in an old building.

b) It is sometimes a very complicated process getting into a computer installation for security reasons.

c) It is sometimes very difficult to explain computer concepts.

1. a) There isn't a very big difference in these computers.

b) There are many different computer manufacturers today, and a buyer must be able to differentiate between the advantages and disadvantages of each.

c) The opinions of programmers as to the best way of solving a problem often differ greatly.

1. a) Computers are reliable machines.

b) If you don't know the meaning of a computer term, you can rely on a special computer dictionary.

c) Computers can do mathematical operations quickly and reliably.