

## Chapter 01

### Fill in the blanks with suitable terms

1. The term ..... is used to refer raw facts and figures which are input into a system in order to process and create meaningful information
2. Lifecycle of data consists of ....., ..... and .....
3. .... can be defined as the data organized meaningfully.
4. Creation of information can be identified as ..... of data.
5. Data can be classified into two types as ..... and .....
6. .... data is numerical and acquired through counting or measuring. These data can be presented with numbers and which can be arranged in a numerical order or can be subjected to arithmetic process.
7. ....data is not measurable, but can be identified their properties.
8. Valuable information should have characteristics such as ....., ....., ....., and .....
9. The value of information in its maximum level at the moment the information is created or the information is released. The value of the information is reduced gradually with the time and become less valuable, this is called.....

Write answers for following questions

1. What are the uses of Information?
  - a. ....
  - b. ....
  - c. ....
2. What are the drawbacks for manual Data processing?
  - a. ....
  - b. ....
  - c. ....
  - d. ....
  - e. ....
3. What are the advantages of computerised Data processing
  - a. ....
  - b. ....
  - c. ....
  - d. ....
  - e. ....
4. The Internet is .....
5. The ..... laid the foundation of the Internet with a network called .....
6. Services provided by the Internet are
  - a. ....
  - b. ....
  - c. ....
  - d. ....
  - e. ....
  - f. ....
7. ....allows users to view web pages distributed over the Internet and reach to the information they wish to find from anywhere anytime. File transfer allows users to transfer files over the Internet and Telnet facilitates remote login. World Wide Web the World Wide Web came into being in 1991. ....is the developer of the WWW and at the moment

who directs the World Wide Web Consortium (W3C), a group of industry and university representatives that oversees the standards of Web technology. HTTP is the set of rules for exchanging files (text, graphic images, sound, video, and other multimedia files) on the World Wide Web. .... is the documents that make content on the web and it is possible to connect hypertext documents by means of hyperlinks. To view files on the Web, it is needed a ..... software. This software is used to view different documents on the Web, which are known as Web pages. A collection of one or more web pages is a ..... The first page of a Web site is often called as the ..... Each web site in the www has a unique address which is called the .....

8. .... refers to manipulating, configuring, and accessing the applications online. It offers online data storage, infrastructure and application.
9. Services of Cloud Computing are
  - a. .... - provides access to fundamental resources such as physical machines, virtual machines, virtual storage
  - b. .... - provides the runtime environment for applications, development & deployment tools, etc. Ex - Database, web server, deployment tools
  - c. .... - allows to use software applications as a service to end users. Ex - Virtual machines, servers, storage, network
10. A ..... can be defined as an interrelated components work together to achieve a common objective.
11. A system is made up of ....., ..... and .....
12. In an information system data input into the system is processed using processing instructions given and information is produced as output. This is called an ..... of information.
13. Computer System consists of four major components called ....., ....., ..... and . .....
14. Physical devices of the computer which can be touched are called .....
15. Computer Hardware components can be categorised into five. They are
  - a. ....
  - b. ....
  - c. ....

- d. ....
  - e. ....
16. There is a circuit board located inside a computer system called ..... by means of which every hardware component are connected to each other.
17. .... Devices Input Devices correspond to insert data and instructions into the computer system.
18. Mouse, Trackball, Joystick, Touch pad, Touch screen and Light pen can be considered as ..... devices which are related to point out and select pixels on the screen.
19. .... is an input device that captures images from the source which are then converted into a digital form that can be stored on the disk.
20. . .... is an input device to input sound that is then stored in a digital form.
21. .... Devices As its name implies output devices are the devices support to present information out from the computer
22. ...., commonly called as Visual Display Unit (VDU), are the main output device of a computer. It
23. There are two kinds of viewing screens used for monitors named as ..... and ..... The flat-panel display is divided into two categories as follows.  
..... – These are emissive displays that convert electrical energy into light.  
..... These are non-emissive displays which use optical effects to convert light into graphics patterns.
24. Printer is an output device, which is used to print information on paper which is called a hardcopy. There are two types of printers
- a. .... - print the characters by striking them on the ribbon, which is then pressed on the paper. Dot Matrix Printer is an example for this type.
  - b. .... do not physically strike the page. Laser printers and Inkjet printers are laid on this type of printers.
25. .... is used to store data and instructions.
26. .... is classified into three types
- a. .... - a very high speed semiconductor memory which can speed up the CPU. It acts as a buffer between the CPU and the main memory. It is used to hold those parts of data and program which are most frequently used by the CPU.

- b. .... holds only those data and instructions on which the computer is currently working. It has a limited capacity and data is lost when power is switched off. It is generally made up of semiconductor device.
  - c. .... This type of memory is also known as external memory or non-volatile. It is slower than the main memory. These are used for storing data/information permanently. CPU does not access these memories directly instead they are accessed via input-output routines. The contents of secondary memories are first transferred to the main memory, and then the CPU can access it.
27. ....has the control of all other components. Arithmetic and logical operations take place inside the CPU.
28. .... is a specialized electronic circuit designed to rapidly manipulate and alter memory to accelerate the creation of images in a frame buffer intended for output to a display. these are used in embedded systems, mobile phones, personal computers, workstations, and game consoles.
29. ....devices are physical devices which are required for communication and interaction between devices on a computer network. Specifically, they mediate data in a computer network. Ex - Hubs, Switches, Bridges, Routes, Gateways, Network Interface Cards (NICs)
30. Computer programs or set of instructions which are used to perform specific tasks in the computer are called .....
31. Computer software is classified as
- a. ....
  - b. ....
  - c. ....software is the computer software designed to operate and control the computer hardware and to provide a platform for running application software. These software can be separated into three different categories as follows.
  - d. .... –Windows, Linux, Mac OS
  - e. ....Virus Guard, Device drivers
  - f. ....Compiler, Interpreter
32. .... software products are designed to satisfy a particular need of a particular environment. These software may consist of a single program, such as Microsoft's notepad for writing and editing a simple text. It may also consist of a collection of programs, often called a software ....., which work together to accomplish a task.

33. .... Software –source code is available and it is free to use, modify or redistribute these type of software.
34. .... Software – source code is not available and user should have the permission given by owner of the software to use this type of software.
35. .... is a computer program that is "embedded" in a hardware device, that is, an essential part of the hardware. In computers, this software embedded in ROM and which handles booting up process of computers.
36. .... refers computer users. According to user commands generally computers are functioning
37. Steps in data processing are
- Data gathering,
  - Data validation,
  - Data processing,
  - Data output
  - and Data storage.
38. Data gathering methods vary as ..... methods, ..... and ..... methods.
39. . ...., ..... and ..... can be done in order to collect data manually.
40. In ..... and ..... methods OMR, OCR, MICR, card/tape readers, magnetic strip readers, bar code readers, sensors and loggers are popular.
41. An ..... is a scanning device that reads carefully placed pencil marks on a specially designed form or document. Most popular use is marking of MCQ answer sheets.
42. .... allows us to identify written or printed characters and extract editable text from it.
43. ....supports to input data written in special magnetic ink under cheque.
44. ....use to read data stored in a magnetic strip attached on credit cards and bank ATM cards.
45. Data validation methods
- ..... – Check whether correct data type (numeric/text/date/currency etc) is input into the system
  - ..... Presence of data (i.e. data entry field is not blank) is checked.
  - ..... Check whether the data is in allowed range (i.e. Marks have to be between 0 and 100) commonly used when working with data which consists of numbers,
  - Modes of data input

- i. .... data input, data is input into the system directly without direct user interference.
- ii. .... entry, system is designed specially to store data. Data storing and transactions are taking place in different geographical places.
- iii. In .... data input, the data is input at the same time transaction taking place
- iv. In .... data input, where data of different transactions input after a specific time period as a batch.

46. Data processing Methods

- a. Data input and processing occur as a batch in ..... processing. It is easy to handle huge amount of data as a batch. So, data stored until the system comes online to process the data in one 'batch'. Batch processing is done in billing systems and pay roll system.
- b. In ..... processing of data, input, processing and output as well as data storing occur simultaneously. Any type of monitoring system, any type of booking system, computer controlled systems such as automatic production line, an aircraft auto-pilot, the system controlling a nuclear power stations uses this processing method.

47. Output can be done by using a ....., ....., ....., ..... Or a .....

48. .... copies are presented with monitors and multimedia projectors whereas printer output printed copies which is said to be ..... copies.

49. To store data and information, devices like ....., ....., ....., ....., ..... can be used.

50. Remote storage such as ..... can be used to store data securely. To get remote data when needed it is required the access to the internet.

51. Uses of ICT in Society

a. education	
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b. health	
c. agriculture	
d. transportation	
e. Industry and businesses	
f. Entertainment	
g. Media and journalism	

52. What are the benefits of ICT to people?

- a. ....
- b. ....
- c. ....



- d. ....
- e. ....

53. What are the demerits of ICT?

- a. ....
- b. ....
- c. ....
- d. ....
- e. ....

54. .... is an economic and social inequality with regard to access to, use of, or impact of information and communication technologies.

55. Confidentiality of data or information Confidentiality of information can be kept with the use of ....., ..... techniques and .....

56. .... is the attempt to acquire sensitive information such as usernames, passwords, and credit card details for malicious reasons, by masquerading as a trustworthy entity in an electronic communication.

57. .... is the illegal copying, distribution, or use of software. Copyright / Intellectual Property laws Intellectual property is the area of law that deals with protecting the rights of those who create original works.

58. .... is the stealing of someone else's thoughts, ideas, expressions or work and the representation of them as one's own original work.

59. ....software licenses both rights to the customer and therefore bundles the modifiable source code with the software (open-source), while ..... software typically does not license these rights and therefore keeps the source code hidden (closed source).

60. How to protect a computer from malware ?

- a. ....
- b. ....
- c. ....
- d. ....
- e. ....