LESSON – 10
SURFING NET AND E-MAIL

A. Fill in the blanks:
   1. A Blog allows user to share their thoughts with the world.
   2. Microblogging is a new form of communication in which users can describe their status in short posts.
   3. Tweets are restricted upto 140 characters.
   4. A signature in E-mail is a text which is automatically added to your outgoing mail.
   5. E-mail is a process of sending and receiving text based messages over the internet.
   6. Larry Page and Sergey Brin are the founders of Google.

B. State True or False:
   1. A blog consists of a signed and dated log of individual posting. True
   2. An E-mail address cannot identify a location on the internet where an E-mail can be sent. False
   3. Subscribing and unsubscribing to mailing list is an easy task. True
   4. A same mail can be sent to many persons by typing their E-mail addresses separately by semicolons. True
   5. A contact once saved in the contact list cannot be edited. False
   6. You can group and store one type of contacts in a group. True

C. Application Based Questions:
   1.Arjun is a businessman. The nature of his business demands a lot of travelling. Since his schedule remains hectic, he cannot go to railway station to reserve the tickets. Suggest to him the option using which he can reserve the railway tickets without hampering his schedule.
   Ans. Online Reservation
   2. Radhika is an aspiring writer. She wants to create an account in a social networking site where she can follow some well known writers and receive their messages. Help her to choose one of the best online social networking service for the same.
   Ans. Blog.

D. Multiple Choice Questions:
   1. An E-mail address consists of two parts, separated by _____ symbol.
      a. Dot(.)   b. At(@)   c. Plus(+)
         Ans. b
   2. An E-mail address cannot contain _____
      a. Alphabets   b. Spaces   c. Numbers
       Ans. b

3. _____ are extra browser windows of commercial that open automatically while browsing web pages.
   a. Add-ups
   b. Dialog box
   c. Pop-ups

   Ans. c

4. _____ is the founder of Twitter.
   a. Jack Dorsey
   b. Narayan Murthy
   c. Tim Berners-Lee

   Ans. a

E. Briefly explain the following terms:

1. Microblogging: Microblogging is a form of communication in which users can describe their status in short posts distributed by small messages, mobile phones, email, digital audio or the web.

2. Mailing List: A mailing list is a system by which a group of people can have a discussion via E-mail.

3. Chat Room: Chat rooms are online spaces where users communicate with one another through text-based messages.

F. Answer the following:

1. What is Newsgroup? Explain briefly.

   Ans. A newsgroup is an internet community, which is dedicated to the discussion of a particular topic of interest. Newsgroups are about current events and they cover everything from computers to research, politics to humanities etc. on the internet.

2. How will you add a new contact in an address book?

   Ans. To add a new contact in an address book the steps are as follows:

   (i)   Click on **Google apps** button.

   (ii)   Click **Contacts**.

   (iii)   Click **Create Contact** button, a form will appear, fill it and click **Save** button.

3. How will you add an attachment to your E-mail?

   Ans. We can add an attachment by clicking on Attach button. The Open dialog box opens. Select the file and click on OPEN option. The file will be attached.