

Question 1. Answer

1. By acquiring enough knowledge to how to use a computer productively, how to make a profitable decision when buying computer. To be familiar with ~~all~~ computer accessories software, hardware, technologies and how to use them.
2. The four major function of computer are:
 1. Collect data from outside to inside the computer called **Input**
 2. Manipulates, calculates and organizing data and information in the computer called **process**
 3. Display and print information from computer called **Output**
 4. Saving data and information for computer later use called **storage**
3. There is 1024 bytes on 1 kilobytes. **1**
4. An input device is any equipment allowing computer user to enter particular type of data in the computer. Like **microphone** allow to enter voice data and **webcam** to enter image in the computer. **3**
5. The factors that affect the quality of a LCD monitor are **aspect ratio** and **resolution**. **2**
6. The most common way to connect devices to the computer is the **USB port**. ✓
7. Maintaining a good position when sited in front of the computer and how been sited and create break interval while working on computer. Keep the top of the monitor at or below eyes position and adjusting monitor resolution. Keep the foot flat on the floor. Consider skipping use of the mouse by using keyboard function combination, adjustment of keyboard tray and wrist rest position. **2.5**

Question 2.

1. Social network is application allowing to be instant connection with group people through network to share idea or information. Like **Facebook** and **WhatsApp**. **3**
2. To make a winning presentation we need to keep on mind?
 1. The use of dark colour for text and bright background reverse.
 2. The use of bullets with short sentences.
 3. The images always use with easy readable text.
 4. The font size and style easy to be read from reasonable distance.
 5. Background and animation audio to minimize.
3. Operating system as function to:

1. Facilitate interaction between computer hardware, applications and the user.
 2. Facilitate communication between computer application and peripherals devices.
4. A **file** is reference name for assembled information processed for later retrieve. While a **folder** is reference name of storage where a number of files maybe be found or placed. And a **library** is a easy point of access to files of particular categories regardless of their location.

Question 3.

1. Two windows utilities are:
 1. Notepad
 2. Disk clean-up
2. I can ensure the performance of the computer by run often some utilities or by scheduling those utilities to run automatically periodically.
3. We can transfer information wirelessly by Bluetooth.
4. All crime committed by using computer major tools.
5. The computer virus have main purpose is to interrupt the function of the computer by damaging some information, data, applications in the computer or the entire system. And its can do all that only when user is interacting with the computer like opening files, if files are not being open virus cannot get access to the particular files

Question 4.

1. When scanning an anti-virus on an infected computer the anti-virus program will search for virus signature and search for that particular signature in the files in the computer. When found automatically the anti-virus will proceed on removing the virus from the files. Also stay also alerted in the computer examining automatically at moment when a file or application is opened or executed for the virus signature then informed the user if any of the virus is detected and pass to removing or immobilisation procedure.
2. The password have to have minimum of 8 characters, contains 3/4 of uppercase and lowercase letters, numbers and symbols.
3. The system development life cycle include the following step:
 1. Problem and opportunity identification
 2. Analysis
 3. Design
 4. Development and documentation

5. Testing and installation
 6. Maintenance and evaluation
4. It allow us to store or collect a large amount of information easily ✓
5. The four main operation of database are
- 6.
1. Creating databases and entering data
 2. Viewing and sorting data
 3. Querying data
 4. Output data

