Long Questions

8.1 Main Keywords Associated with Windows

Q.1 **Define window also write down main keywords associated with windows**

Ans: **Windows**

Microsoft windows is a family of operating systems for personal computers. Windows dominates the personal computer world, running almost on 90% of all personal computers. The remaining 10% are mostly Macintosh computers and Linux operating system based machines. They provide a graphical user interface (GUI), virtual memory management, multitasking and support for many peripheral devices.

Types of derives

Most computers have at least two devices.

(i) A hard drive C:\

(ii) A floppy drive A:\

Folders.

Folders are used to organize the data stored on your drives. Think of your computer drives as filing cabinets. You can sort your data on drives with folders that store different files. It is similar to directory, which can contain program and data files and it may also contain another directory. Many folders are created automatically when you install new programs. Folders can be coped and moved from one place to another on your hard disk.

File extensions.

File extensions are the ending letters which are placed after a DOT in the file name. it is used to different categories of the programs. If someone have good knowledge about the computer programs and their extensions he or she may easily judge a file just by looking at the extension e.g. phone numbers. Txt. In this file name, phone numbers is the name of the file and txt is the file extension.

Types of file extensions.

Files	Extensions
Microsoft Word document	.DOC
Microsoft Excel document	.xls
Microsoft Power point presentation	.ppt
Microsoft Access data base	.mdb
Windows Bitmap picture	.bmp
Sound file	.wav
Hypertext document	.html or .htm

Icon

An Icon is a graphic image. Icons help you execute commands quickly. Commands tell the computer what you want the computer to do. These may be shortcuts to applications which are installed on your computer. If you want to execute a command by using Icon, double click on it.

8.2 Features of Windows

Q.2   **Write a complete note on features of windows?**

Graphical user interface (GUI)

GUI stands for graphical user interface. Windows provide user friendly interface to work. Its improved graphical user interface makes learning and using Windows more natural and easier for all types of users.

Start Button

Introduction of START button in windows made life much simpler while there is a need to access multiple programs. It is the gateway of accessing most of the functionality available in the computer loaded with windows.

Taskbar

The task bar provides information and access to application that are being currently run by windows,

Windows Explorer

Windows Explorer is a program, which allows you to view all of your folders, and files in those folders. It is divided into two panes,

Shortcuts

SHORTCUTS establish a link with original programs. These are the shortest way of accessing files and other resources in windows. Instead of traversing the full path of the program to access it, one can create "Shortcuts".

Multitasking

Multitasking allows the user to activate and accomplish more than one task at a time. For example work on a document file in word programs, While copying file from other computer available on the network. Whit windows computing environment the user can do more than one task at a time.

Internet Access

Windows is the most useful tool for accessing the internet. It is quite easy to access the internet through windows. The internet is much compatible with windows environment. It also provides the messengers and some other software to get the best interaction of the user with the internet.

Gaming Platform

It provides a very fast platform of speedy three dimensional games. Windows supports rich graphics, high quality audio and video. It has all the functionality incorporated in it to support these technologies. All this is possible because of windows compatibility with latest and hottest technologies like plug and play auto play and built support for MIDI and digital audio and video.

Hardware Compatibility

Windows provides greater Hardware compatibility as compared to any other operating environment. It has flexibility of supporting hardware from different venders. Its plug and play functionality allows you to insert the hardware card into the computer and when the computer is turned on windows automatically recognizes and sets up the hardware.

Search utility

Search utility of windows allows you to do searches by partial name, last modified date or full text. In addition, you can save, rename, or view files from within the result pane, just like you can from windows explorer.

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Help

Windows provides online help to accomplish a task. If the user is not sure how to perform a task Windows help will provide structured process for guiding on how to accomplish the task simply ring-click on any object in the user interface (Icons) and you will get relevant descriptions about that object. Help can also be accessed from the start menu button.

Q.3   Write a note on computer Virus?

Ans: Computer Virus: A computer virus may be a program or a set of programs that can cause extensive damage to your computer system. The computer virus is code that attached to some normal computer operating system or computer program. The instruction in this code perform some destructive task such as deleting some important information or crashing the hard disk.

How Does a Computer Virus:

Just as a biological virus spread from person to person, a computer virus passed from computer to computer. A virus is attached to any file that you copy to your computer. If you download some file from internet or copy program file from floppy disk you are very susceptible to viruses.

Many viruses spread through EMAIL. Generally you can get virus from simply reading e-mail. Certain types of today's virus like KLEZ are different. They are very dangerous because you do not even have to open e-mail attachment to release the virus. Just opening the email itself can release the dangerous bug.

Q.4   What is Control Panel? Name three different options of control panel and tasks performed by them.

Ans: The control panel allows you to customize features such as "Appearances and Themes" or "Printers and other Hardware".
Three different options of control panel and tasks performed are as following

Add/Remove Hardware

This is used to add and remove hardware device drivers for devices such as CDROM and DVD drivers, I/O devices (keyboard, mouse), modem, multimedia and network cards.

Add/Remove Programs

It allows programs to be installed or removed from the system.

Administrative Tools

Only the members of the administrators group can use these tools for making policies and advanced functions.

Display

Used for changing background, Screen Saver, Appearance and settings.

Printers

Allows installation and removal of printers from the computer. It can also be used to search printers from network.

Q.5   Write a note on Antivirus Software?

Ans: Anti viruses software that is used to detect and remove a virus on a computer system. Some benefits of using this software are given below

- You can stop viruses before they enter your computer. You can do this by using a good virus protection program i.e. antivirus software.
- Antivirus program will check all files for viruses. Once installed, an antivirus program can be set to work in the background.
- An antivirus program will check all files before they enter your computer and will alert you if a virus is detected before it contaminates your system.
- If a virus is detected, your antivirus program will quarantine or eliminate it so that it cannot harm your computer.

  Be very careful to use a virus protection program that matches your operating system. New viruses are written every day. Companies like McAfee, Symantec and Panda Software are constantly expecting new viruses and updating their antivirus software tools.

Good Luck

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