**IDB-BISEW Computer Fundamental Descriptive Questions Module 1**

**1. What is Hardware ?**

Ans : The term hardware refers to the physical components of our computer such as the system unit, mouse, keyboard, monitor etc.

**2. What is Mainframe computer ?**

Ans:  Mainframe computer is big, powerful, expensive computers which used in the background in large organizations.

**2. What is a PC/Micro computer ?**

Ans : PC – personal computer. It is a micro-computer. It is a general purpose computer whose size, capabilities and price is limited, which make it useful for individuals.

**3. What is Mac?**

Ans : The Apple Mac is a computer. It uses different operating system. It requires special version of application program.

**4. What is a networked computer?**

Ans: A network computer allows connecting two or more computers together.

**5. What is laptop?**

Ans : Laptop is a small portable computer which run on batteries as well as main power.

**6. What is PDA?**

Ans: PDA stands for Personal Digital Assistant. It is a small size device. It uses special pen rather than keyboard. It is used for storing and retrieving information. It uses mostly business users.

**7. Name the parts of a computer ?**

Ans : A. The CPU, B. Types of memory, C. The hard disk, D. Input/Output device.

**8. What is CPU ?**

Ans : Central Processing Unit (CPU) is the most important components within our computer. It determines how fast our computer will run. It’s speed measured by MHz or GHz. The CPU performs all the calculation within our computer, when running programs such as word processing, spreadsheet and databases.

**9. Name the parts of CPU ?**

Ans : **A. Control Unit :** The control unit is responsible for controlling the sequencing and timing of the other elements making up the CPU.

**B. ALU :** Arithmetic Logic Unit (ALU) performs mathematical calculations using data stored within the CPU registers.

**C. Registers :** The registers are memory storage area within the CPU that holds the data that is worked on by the ALU.

**D. BUS** : The computer bus transports data between memory and registers.

**10. What is Hard Disk ?**

Ans : Hard disks are the main, large data storage areas within our computer. Hard disks are used to store our operating system, our application programs and our data.

**11. Name the ports of computer system ?**

Ans : **A. USB Port** **:** The Universal Serial Bus (USB) is a USB socket located at the back of the system which enables us to connect items to the computer, such as a printers, scanners, digital cameras and flash drives.

**B. Serial Port :** The serial port is a socket located at the back of the system which enables us to connect items to the computer, such as a modem. It is commonly labeled as COM1 or COM2.

**C. Parallel Port :** The parallel port is a socket located at the back of the system which enables us to connect items to the computer, such as a printer. It is commonly labeled as LPT1 or LPT2.

**D. Network Port :** The network port allow us to plug a ‘network cable’ into our computer, which then lets us communicate with other computers connected to our local network or to other computers via the internet.

**E. Fire wire Port :** Fire wire is an interface from Apple Inc. that allows high data transfer between our computer and a compatible device such as a digital camera.

**12.  Write some factors which impact on a computer performance?**

Ans: **i**. CPU speed, **ii**. RAM size, **iii**. Graphics card processor and memory, **iv**. Number of applications running.

**13. What is computer memory?**

Ans : Computer memories are the devices. They store information temporarily/virtually or permanently/physically.

**14.  What is RAM?**

Ans : The RAM (Random Access Memory) within our computer is where the operating is loaded. It is main working memory that holds instructions & data. When the computer is switched off, the contents of the RAM are lost.

**15.  What is ROM?**

Ans: ROM- Read only memory. It is a special type of memory chip that holds software that can be read but not written to.

**16. What is ROM-BIOS ?**

Ans : The ROM-BIOS (Read Only Memory-Basic Input/Output System) chip is a chip located on the computers system motherboard. It contains software, which is required to make our computer with our operating system. For instance it is responsible for copying our operating system into RAM when we switched on our computer.

**17.  What is video (graphics) memory?**

Ans:  It is a memory. It is used to store picture which is displayed on monitor.

**18. What is storage media? Types of storage media ?**

Ans : Storage media are devices that store application and user information.

**Types of storage media :**

A. Internal Hard Disks,

B. External Hard Disks,

C. CDs (A CD can hold up to 750MB data),

D. DVDs (A DVD can hold up to 8 GB data),

E. Recordable CD & DVD drives,

F. Blue Ray Disk (A Blue Ray disk can hold up to 100 GB data.)

G. USB Flash Drives ( It can hold up to 256 GB data).

H. Memory cards,

I. Network drive & on-line file storage.

**19. What are input devices?**

Ans: Keyboard, Mouse, Scanners, Tracker balls, Touch pads, Joysticks, Web cams, Digital cameras, Microphones etc.

**20. What are output devices?**

Ans: Monitor, Projector, Speakers, Headphones, Printers etc.

**21. What is peripheral device?**

Ans: Device which can be attached to computer.

**22. What is Speech synthesizers ?**

Ans : Speech synthesizers is the computer generated simulation of human speech. It is used to translate written information into oral information. For example, the contents of a display screen can be automatically read aloud to blind users.

**23. Name various types of printer? Discuss the Laser printer, Inkjet printer and Dot Matrix printer ?**

Ans : **Types of printers :** a. Laser printers, b. Colour laser printers, c. Inkjet printers, d. Dot Matrix printers.

**Laser printers :** Laser printer produces high print quality at high speed. It is called “Laser printer” due to the fact that it contains a small laser within it.

**Inkjet printer :** Which printer work by using tiny jets to spray ink onto the paper that is called Inkjet printer.

**Dot Matrix printer :** Which printer work by firing a row of pins through an ink ribbon onto the paper that is called Dot Matrix printer. The more pins the print head have the higher the quality of the print. Most modern Dot Matrix printer has 24 pins.

**24. What are input/output devices ?**

Ans : HDD (Hard Disk Drive), CD (Compact Disk) / DVD (Digital Versatile Disk), Modem, Flash Drive etc.

**25. What is Software ?**

**Ans :** Software is the collection of instructions which makes the computer work. For instance, when we type word in keyboard, the software is responsible for displaying the correct letters, in the correct place on the screen.

**26. Mentioning any five applications program and their operations ?**

**Ans : 1.Word processing application :** A word processing program (such as MS Word) allow us to produce letters, memos etc.

1. **Spreadsheet application :** A spreadsheet program (such as MS Excel) allow us to work out a company’s income, expenditure and then calculate the balance.
2. **E-mail application :** We use these to send and receive e-mails. Example : Gmail, Yahoo, Microsoft outlook etc.

**4. Web browsing application :** These applications used to view and interact with the World Wide Web (WWW). Example : Mozilla Firefox, Google Chrome, Microsoft Internet Explorer etc.

1. **Photo editing application :** These applications allow us to edit photos. We can adjust brightness, contrast and color balance by these applications. Example : Adobe Photoshop.

**27. What is difference between operating system and application software ?**

**Ans :** The Operating System is a special type of program which loads automatically when we start our computer. Such As Windows xp or windows vista etc.

The application programs sit above the operating system. Such as Microsoft word, Microsoft Excel etc

**28. What is LAN?**

Ans: A LAN (Local Area Network) is a system whereby individual PCs are connected together within a company or organization.

**29. What is WLAN?**

Ans : A WLAN (Wireless Local Area Network) allow us to connect computers within LAN without cables.

**30. What is WAN?**

Ans : A WAN (Wide Area Network) allow us to connect to other computers over a wider area.

**31. What does client/server mean?**

Ans: These terms relates to the type of network where resources are kept centrally on the server and used locally by the client.

**32.  What is difference between internet and intranet?**

Ans:  Internet is a global network of interconnected networks. Intranet is network which can be accessed by authorized members of an organization.

**33. What is the difference between intranet and extranet?**

**Ans:**  An Intranet is a smaller, closed version of the Internet, which can only be accessed by authorized members of an organization. Such As company documents, search databases, schedule meeting etc.

An Extranet is an Intranet which is partially accessible to authorized outsider.

**34. What is Internet? Advantages and disadvantages of using Internet ?**

**Ans :** TheInternet is a global system of interconnected computer networks that use the standard Internet protocol suite to serve several billion users worldwide.

**Advantages of using Internet :**

1. Communication, 2. World shrinking, 3. Growth in tech, 4. Easy file sharing, 5. Cheap communication.

**Disadvantages of using Internet :**

1. Humans becoming lazier,2.Addictive,3. Explicit content, 4. Frauds, 5. Violation in privacy etc.

**35. Mention the characteristics of broadband connection ?**

**Ans :** 1. Always on, 2. Flat fee payment, 3. High speed access, 4. Risk of intruder attack.

**36. What does ICT mean ?**

**Ans :** ICT stands for information and communication Technology. In the Australasia region the term IT & T is often used Instead of ICT. This stands for information technology and telecommunications.

**37. What is E-commerce? Write the advantages and disadvantages of E-commerce?**

Ans : The phrase e-commerce is a buzzword which relates to buying or selling via the internet.

**Advantages of E-commerce** **:** 1. Service available 24/7, 2. Large stock range, 3. Detailed product information, 4. Ability to compare price.

**Disadvantages of E-commerce :** 1. Possible credit card fraud, 2. Is the web site genuine?, 3. What about returning faulty goods?, 4. Can we talk to a real person?

**38. What is E-banking? Write the Advantages of E-banking ?**

Ans : **E-banking :** The phrase e-banking relates to managing our money online. We can exchange our money from one place to another place by e-banking system. This has the advantage to the bank that costs can be reduced. Some banks are completely online, with no physical branches at all, The customer benefit from 24-hour access to banking services.

**39. What is E-learning ? Write the** **advantages and disadvantages of E-learning?**

Ans : E-learning refers to learning via the internet.

**Advantages of E-learning :** 1. One trainer can train many people at a time in different locations, 2. Often E-learning solutions are cheaper to provide than other traditional teaching methods, 3. If the training is solely computer based, then the students can work at their own place.

**Disadvantages of E-learning :** 1. There may be no opportunity to ask a question a real person, 2. The internet connection may temporarily fail for some reason, 3. The download speed may be too slow for some forms of E-learning.

**40.** **What is Tele-working ? Write the** **advantages and disadvantages of Tele-working?**

Ans : Tele-working is a broad term which refers to people working at a home connected to the rest of the organization via a computer network.

**Advantages of Tele-working :** 1. Reduced or zero commuting time, 2. Greater ability to focus on one work, 3. Flexible schedules, 4. Reduced office desk space requirements.

**Disadvantages of Tele-working :** 1. Lack of human contact, 2. Negative impact on teamwork, 3. Self-discipline, 4. Possible employee exploitation.

**41. Describe the term : E-mail, IM, VoIP, RSS ?**

Ans : **Electronic** **Mail (E-mail) :** E-mail allows us to send a message to another person almost instantly, anywhere in the world. It requires both computers to be connected to the internet. In this files can be sent as e-mail attachments.

**Instant messaging (IM) :** Instant messaging provides a mechanism for real time communication between two or more people sending text messages via their computers.

**Voice over Internet Protocol (VoIP) :** VoIP is a technology that allows us to talk with other people via the internet. A well known VoIP product supplier is Skype.

**Really Simple Syndication (RSS) :** Really Simple Syndication is a method used to publish information that needs to be frequently updated. Such as news headlines.

**42. What is the advantages of using E-mail ?**

Ans: The advantages of e-mail : 1. Fast, 2. Low cost, 3. Worldwide portability, 4. Time zone friendly, 5. Web-based email.

**43. What is Blogging?**

Ans: A Blog is a combination of the words web and log that is a website on which chronological entries that can be viewed by visitors.

**44. What is a digital signature ?**

Ans : A Digital signature is a code which is attached to an email to uniquely identify the sender.

**45. What is Podcast?**

Ans: A Podcast is a way of providing content such as radio programs in a from which can be easily downloaded and listened to later on a PC or mobile device such as an Apple iPod. The term “podcast” is a combination of the words “iPod” and “broadcast”.

**46. What is Ergonomics?**

Ans: Ergonomics covers the physical environment and design of equipment to maximize the quality of an employee’s wellbeing.

**47. What is RSI ?**

Ans : Repetitive Strain Injury (RSI) : This is a condition caused by constant use of the keyboard or mouse. We should take regular breaks to help avoid this types of injury.

**48. What are the health and safety precautions to use computer ?**

Ans : a. Lighting issues, b. Screen and keyboard positioning, c. Seating issues, d. Wellbeing, e. Make sure that cables are safely secured, f. Make sure that power points are not overload.

**49. What do you know about password policy?**

Ans : It is important to choose a password which cannot be easily guessed by other people. Some important policies are :

• Password should be eight characters.

• Mixture of word & character.

• Never share our password.

• Should be changing our password after specific time.

**50. Why do you need to backup your computer?**

Ans: If the hard disk stops working then important and essential data of computer will be lost.

**51.  What is a firewall?**

Ans: Firewall is a system that secures network from access by unauthorized users. It is implemented by software.

**52.Difference between complete and incremental backup?**

Ans: A complete backup means backup all the data on computer. An incremental backup means backup newly created or modified files since the last backup.

**53. What are off-site backups?**

Ans: Off-site backup means storing the data in external disk such as pen drive, CD etc.

If computer is theft/lost but data will be available because it is kept in external disk.

**54. What are steps to take to prevent data theft?**

Ans: 1. Use user name and password always.

1. Keep computer in physically secure place.

3. Do not let anybody use portable disk and memory sticks.

**55. What is computer virus?How to protect your computer from virus infection / Anti virus measures ?**

Ans: **Virus :** Viruses are small programs which hide themselves on disk.

**Protecting against computer virus infection / Anti virus measures :**

1. Not connect to local area network without virus protection.
2. Without using anti-virus software should not use internet.
3. Update anti virus regularly
4. Becareful when surfing on-line.
5. Delete chain letteres, Virus alerts and Junk mail.

**56. What is the limitation of Antivirus software ?**

Ans : Anti virus software can only detect viruses which the software knows about. As such it is vital that we keep our anti virus software up to date. So that it can detect new viruses.

**57. What is copyright ?**

Ans : When a person or company creates material, copyright gives that person the right to control the use of this material. Copyright is designed to protect the creator of the content and is designed to inform who can copy, adapt or distribute that work without permission and when this is allowed.

**58. What is sites license ?**

Ans : Many large companies do not go out and buy a certain amount of ‘shrink-wrapped’ copies of each software product which they need, instead they will buy a site license.

**59. What is an “end-user license agreement” ?**

Ans : End user license agreement represents the contractual conditions between we (licensee) and manufacturer . By installing and by registering the software on our computer, we declare our self in agreement with these conditions. If we do not agree with these conditions, we must not install the software.

**60. What are the definitions for freeware, shareware and open source?**

Ans: **Freeware:** This is software which can be copied or downloaded for free. It is often fully functional. Example-UNIX, LINUX

**Shareware**: This is where we can use software for a free trial period and after that we have to pay for it .

**Open source :** This types of software license makes the programming code available to anyone who wishes to enhance or develop the code.

**61. What does ‘data protection & privacy issues’ mean?**

Ans: It means that individual’s information should be sensitive and private. The information should not be abused. This right is ensured under data protection law. The information about individuals has to be treated with respect.

**62. Why data security is necessary ?**Ans : Data protection is important for a business record keeping. A lot of information is irreplaceable such as financial and employee records in case of theft, fire or floods.