

Name _____ Date _____

Introduction to Computers

Multiple Choice

INSTRUCTIONS: Answer all thirty multiple choice questions below by entering the capital letter of the corresponding answer in the space provided.

- _____ 01. All of the following are operations in the information processing cycle except _____.
A. input and output
B. communication
C. process
D. storage
- _____ 02. The central processing unit (CPU) _____.
A. contains the electronic circuits that cause processing to occur
B. make the information resulting from processing available for use
C. allows data, programs, commands, and user responses to be entered into a computer
D. consists of electronic components that store data
- _____ 03. Memory, also called random access memory, or RAM, _____.
A. contains the electronic circuits that cause processing to occur
B. makes the information resulting from processing available for use
C. allows data, programs, commands, and user responses to be entered into a computer
D. consists of electronic components that store data
- _____ 04. Output devices _____.
A. contain the electronic circuits that cause processing to occur
B. make the information resulting from processing available for use
C. allow data, programs, commands, and user responses to be entered into a computer
D. consist of electronic components that store data
- _____ 05. A type of impact printer used with personal computers is the _____ printer.
A. ink-jet
B. laser
C. dot matrix
D. all of the above

- _____ 06. The speed of an ink-jet printer is measured by the number of _____ it can print.
- A. lines per minute (lpm)
 - B. characters per second (cps)
 - C. pages per minute (ppm)
 - D. manuscripts per hour (mph)
- _____ 07. Two types of auxiliary storage devices more often used on personal computers are _____.
- A. keyboards and scanners
 - B. floppy disks and hard disks
 - C. monitors and printers
 - D. control units and arithmetic logic units
- _____ 08. Today, the most widely used floppy disk is _____ inches wide and can store up to 1.44 megabytes of data or 1,457,664 characters.
- A. 3.5
 - B. 5.5
 - C. 3.25
 - D. 5.25
- _____ 09. A(n) _____ consists of one or more rigid metal platters coated with a metal oxide material that allows data to be recorded magnetically on the surface of the platters.
- A. floppy disk
 - B. compact disc read-only memory (CD-ROM)
 - C. hard disk
 - D. extended disc read-only memory (ED-ROM)
- _____ 10. A(n) _____ uses laser technology to store large amounts of information.
- A. floppy disk
 - B. compact disc read-only memory (CD-ROM)
 - C. hard disk
 - D. extended disc read-only memory (ED-ROM)
- _____ 11. Software can be categorized into two types: _____.
- A. word processing software and spreadsheet software
 - B. database software and presentation graphics software
 - C. system software and application software
 - D. desktop publishing software and communications software

- _____ 12. Instructions in the _____ tell the computer how to perform the functions of loading, storing, and executing an application program and how to transfer data.
- A. system software
 - B. operating system
 - C. graphical user interface
 - D. application software
- _____ 13. Word processing software allows users to _____.
- A. add, subtract, and perform user-defined calculations on rows and columns of numbers
 - B. enter, retrieve, and update data in an organized and efficient manner
 - C. create documents called slides to be used in making presentations
 - D. create, edit, format, and print documents
- _____ 14. Database software allows users to _____.
- A. add, subtract, and perform user-defined calculations on rows and columns of numbers
 - B. enter, retrieve, and update data in an organized and efficient manner
 - C. create documents called slides to be used in making presentations
 - D. create, edit, format, and print documents
- _____ 15. Presentation graphics software allows users to _____.
- A. add, subtract, and perform user-defined calculations on rows and columns of numbers
 - B. enter, retrieve, and update data in an organized and efficient manner
 - C. create documents called slides to be used in making presentations
 - D. create, edit, format, and print documents
- _____ 16. People around the world are making use of the Internet to _____.
- A. send messages to other users
 - B. access a wealth of information
 - C. shop for goods and services
 - D. all of the above
- _____ 17. A _____ is a document that contains text, graphics, sound, and/or video, and has built-in connections, or hyperlinks, to other Web documents.
- A. Web server
 - B. Web page
 - C. Web site
 - D. Web browser

- _____ 18. Before buying a computer system, the purchaser should do some research on the _____.
- A. size and types of memory (RAM) and storage
 - B. software included with the system
 - C. speed of the processor
 - D. all of the above
- _____ 19. When purchasing a desktop computer, a buyer should do all of the following except _____.
- A. look for free software
 - B. consider more than just price
 - C. be aware of hidden costs
 - D. buy the smallest system available
- _____ 20. When purchasing a notebook computer, a buyer should do all of the following except _____.
- A. purchase a notebook with the smallest possible passive-matrix screen
 - B. if necessary, upgrade memory and disk storage at the time of purchase
 - C. make sure the notebook has a CD-ROM or DVD-ROM drive
 - D. experiment with different pointing devices and keyboards
- _____ 21. People who use computers directly or use the information they provide are called _____.
- A. operators
 - B. programmers
 - C. hackers
 - D. users
- _____ 22. The four operations that comprise the information processing cycle are input, process, output and _____.
- A. data
 - B. hardware
 - C. storage
 - D. software
- _____ 23. All computer processing requires _____.
- A. analysis
 - B. data
 - C. a spread sheet
 - D. functions

- _____ 24. The five components of a computer are the CPU, input devices, output devices, _____ and _____.
- A. memory, storage
 - B. keyboard, mouse
 - C. disk drive, monitor
 - D. programs, RAM
- _____ 25. _____ is the time it takes to locate and retrieve data.
- A. Processing time
 - B. Access time
 - C. Mega Hertz
 - D. Millisecond
- _____ 26. One billion bytes are called a _____.
- A. kilobyte
 - B. megabyte
 - C. gigabyte
 - D. zigabyte
- _____ 27. The process of loading the operating system into memory when a computer is powered on is called _____.
- A. loading
 - B. initializing
 - C. booting
 - D. starting
- _____ 28. _____ consists of programs to control the operations of computer equipment.
- A. System software
 - B. Application software
 - C. Spreadsheet software
 - D. Database software
- _____ 29. A network that covers a large geographical area is called a _____.
- A. local area network
 - B. large area network
 - C. wide area network
 - D. distant area network
- _____ 30. _____ software allows the user to enter, retrieve, and update data in an organized and efficient manner.
- A. Word processing
 - B. Electronic spreadsheet
 - C. Database
 - D. Presentation graphics

True/False

Instructions: Circle T if the statement is true or F if the statement is false.

- T F 31. Information is a collection of raw facts, figures, and symbols given to a computer during the input operation.
- T F 32. For a computer to perform operations, it must be given a set of instructions that tells it exactly what to do.
- T F 33. The central processing unit contains the electronic circuits that cause computer processing to occur.
- T F 34. A memory location can hold different amounts of data depending of the computer and memory size.
- T F 35. A track is a narrow recording band that forms a full circle on the surface of a disk.
- T F 36. Auxiliary storage devices are used to store instructions and data when they are not being used in memory.
- T F 37. A network that connects computers in a limited geographic area is called a local area network.
- T F 38. When purchasing a computer, you should buy the least expensive one for what you need, because they are all pretty much the same today.
- T F 39. A spreadsheet is an effective tool for summarizing and comparing prices and components of different computers.
- T F 40. It is recommended that you buy the smallest computer available, and upgrade the system later if needed.