

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.