

## **Unit A: Computer and Internet Basics**

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### **TRUE/FALSE**

1. Cars and appliances include digital electronics.

ANS: T                      PTS: 1                      REF: Concepts 2

2. Usually when people talk about computers, they are talking about a PC.

ANS: T                      PTS: 1                      REF: Concepts 2

3. The term software refers not only to the internal parts of the computer, but also to the peripheral devices.

ANS: F                      PTS: 1                      REF: Concepts 2

4. All cell phones are examples of a personal computer.

ANS: F                      PTS: 1                      REF: Concepts 3

5. On any computer, the instructions that tell a computer how to carry out processing tasks are referred to as apps.

ANS: F                      PTS: 1                      REF: Concepts 4

6. When you tell a computer what to do, you are providing input.

ANS: T                      PTS: 1                      REF: Concepts 4

7. After you save a document as a computer file, it is in storage.

ANS: T                      PTS: 1                      REF: Concepts 5

8. To turn off the computer, simply press the power switch.

ANS: F                      PTS: 1                      REF: Concepts 5

9. It is easy to get inside a tower case and swap parts.

ANS: T                      PTS: 1                      REF: Concepts 6

10. Only a workstation or mainframe can be configured to perform the work of a server.

ANS: F                      PTS: 1                      REF: Concepts 7

### **MODIFIED TRUE/FALSE**

1. The digital convergence is an ongoing process of social, political, and economic change brought about by digital technology. \_\_\_\_\_

ANS: F, revolution

PTS: 1 REF: Concepts 2

2. The system unit is the box that houses the most important parts of the computer system.

ANS: T

PTS: 1

REF: Concepts 2

3. A(n) output device and computer work together to change information into a series of electronic signals a computer can understand.

ANS: F, input

PTS: 1

REF: Concepts 3

4. Digitization is the process of converting text, numbers, sound, photos, and video into data that can be processed by a computer.

ANS: T

PTS: 1

REF: Concepts 3

5. Memory is the area of a computer that holds data on a permanent basis when it is not immediately needed for processing.

ANS: F, Storage

PTS: 1

REF: Concepts 5

6. Storage is an area of the computer that temporarily holds data waiting to be processed, stored, or output.

ANS: F, Memory

PTS: 1

REF: Concepts 5

7. Most computers are equipped with a(n) mouse as the primary input device.

ANS: F, keyboard

PTS: 1

REF: Concepts 8

8. A(n) application system is the master controller for all the activities that take place within a computer system.

ANS: F, operating

PTS: 1

REF: Concepts 10

9. An operating system is an example of system software.

ANS: T

PTS: 1

REF: Concepts 10

10. A(n) blog is a collaborative Web site that allows people to add to and modify material posted by others.

ANS: F, wiki

PTS: 1

REF: Concepts 15

### MULTIPLE CHOICE

1. A machine that accepts input, processes and stores data, and produces output is called a(n) \_\_\_\_.
- a. computer
  - b. device
  - c. word processor
  - d. PC

ANS: A

PTS: 1

REF: Concepts 2

2. A computer system includes which of the following?
- a. hardware
  - b. software
  - c. peripheral devices
  - d. All of the above.

ANS: D

PTS: 1

REF: Concepts 2

3. PC stands for \_\_\_\_ computer.
- a. peripheral
  - b. personal
  - c. processor
  - d. portable

ANS: B

PTS: 1

REF: Concepts 2

4. \_\_\_\_ refers to the electronic and mechanical parts of the computer.
- a. System unit
  - b. Software
  - c. Hardware
  - d. All of the above.

ANS: C

PTS: 1

REF: Concepts 2

5. Digital cameras and media players are examples of \_\_\_\_ devices.
- a. internal
  - b. storage
  - c. peripheral
  - d. input

ANS: C

PTS: 1

REF: Concepts 3

6. Word processing and antivirus programs are examples of \_\_\_\_.
- a. peripherals
  - b. software
  - c. hardware
  - d. digital devices

ANS: B

PTS: 1

REF: Concepts 3

7. A computer processes information and sends it to a(n) \_\_\_\_ device.
- a. peripheral
  - b. storage
  - c. input
  - d. output

ANS: D

PTS: 1

REF: Concepts 3

8. \_\_\_\_ is the trend to blend several technologies with distinct functions into a single product.
- a. Digital convergence
  - b. Digital evolution
  - c. Digitization
  - d. Cloud computing

ANS: A

PTS: 1

REF: Concepts 3

9. Once information is input into a computer, it becomes \_\_\_\_.

- a. data
- b. output
- c. memory
- d. software

ANS: A                      PTS: 1                      REF: Concepts 4

10. The main processor in a computer is called the \_\_\_\_.

- a. GUI
- b. CPU
- c. LAN
- d. PC

ANS: B                      PTS: 1                      REF: Concepts 5

11. A(n) \_\_\_\_ is a named collection of data that exists on a storage medium.

- a. disk
- b. drive
- c. folder
- d. file

ANS: D                      PTS: 1                      REF: Concepts 5

12. The file \_\_\_\_ is composed of the period and characters to the right of the period.

- a. name
- b. location
- c. type
- d. extension

ANS: D                      PTS: 1                      REF: Concepts 5

13. All of the following are examples of portable computers EXCEPT \_\_\_\_.

- a. desktops
- b. notebooks
- c. netbooks
- d. tablets

ANS: A                      PTS: 1                      REF: Concepts 6

14. The case for a vertical system unit is often referred to as a \_\_\_\_.

- a. box
- b. tower
- c. desktop
- d. tablet

ANS: B                      PTS: 1                      REF: Concepts 6



15. The accompanying figure is an example of a(n) \_\_\_\_ computer.

- a. all-in-one
- b. notebook
- c. tower
- d. netbook

ANS: C                      PTS: 1                      REF: Concepts 6



16. The accompanying figure is an example of a(n) \_\_\_\_ computer.
- a. all-in-one
  - b. notebook
  - c. tower
  - d. netbook

ANS: D

PTS: 1

REF: Concepts 6



17. The accompanying figure is an example of a(n) \_\_\_\_ computer.
- a. tablet
  - b. tower
  - c. notebook
  - d. all-in-one

ANS: A

PTS: 1

REF: Concepts 6

18. A(n) \_\_\_\_ computer has a clamshell design, and opens and closes on a hinge.
- a. tablet
  - b. tower
  - c. notebook
  - d. all-in-one

ANS: C

PTS: 1

REF: Concepts 6

19. A(n) \_\_\_\_ has a touch-sensitive screen, which can be used as a writing or drawing pad.
- a. netbook
  - b. PDA
  - c. tablet
  - d. videogame console

ANS: C

PTS: 1

REF: Concepts 7

20. Examples of \_\_\_\_ computers are portable media players and smartphones.
- a. handheld
  - b. tablet
  - c. netbook
  - d. mini-laptop

ANS: A

PTS: 1

REF: Concepts 7

21. Nintendo's Wii and Microsoft's Xbox are types of \_\_\_\_.
- a. netbooks
  - b. PDAs
  - c. tablets
  - d. videogame consoles

ANS: D

PTS: 1

REF: Concepts 7

22. A(n) \_\_\_\_ drive works with CDs, DVDs, and BDs.
- a. hard
  - b. optical
  - c. magnetic
  - d. flash

ANS: B                      PTS: 1                      REF: Concepts 8

23. A(n) \_\_\_\_ allows you to capture video images using your computer.
- a. Web cam
  - b. digital media player
  - c. digital camera
  - d. All of the above.

ANS: A                      PTS: 1                      REF: Concepts 9

24. A network located in your home is an example of a(n) \_\_\_\_.
- a. WAN
  - b. LAN
  - c. Internet
  - d. modem

ANS: B                      PTS: 1                      REF: Concepts 9

25. Linux is an example of a(n) \_\_\_\_.
- a. operating system
  - b. computer platform
  - c. GUI
  - d. handheld device

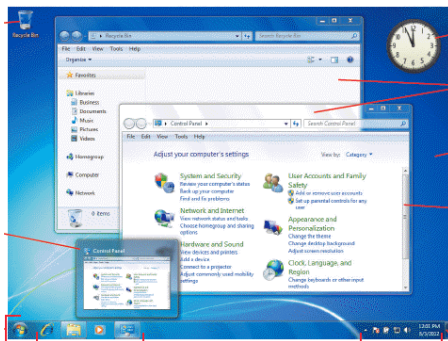
ANS: A                      PTS: 1                      REF: Concepts 10

26. Which of the following is NOT true about computer platforms and operating systems?
- a. If you have an Intel Mac you can install the Windows OS.
  - b. The PC platform is sometimes called the Windows platform
  - c. Linux is usually used instead of the Macintosh OS.
  - d. Two of the most important factors that define a computer's platform are the processor and the OS.

ANS: C                      PTS: 1                      REF: Concepts 10

27. The \_\_\_\_ is used for tasks such as starting programs and locating data files.
- a. CPU
  - b. operating system
  - c. computer platform
  - d. application software

ANS: B                      PTS: 1                      REF: Concepts 10



28. A(n) \_\_\_\_, like the one in the accompanying figure, displays on-screen icons, menus, and buttons.
- a. application software
  - b. Macintosh
  - c. operating system
  - d. GUI

ANS: D                      PTS: 1                      REF: Concepts 11

29. If you want to discuss a research topic with others in public, you can participate in a(n) \_\_\_\_.
- a. instant message
  - b. chat group
  - c. Internet telephony
  - d. Skype session

ANS: B                      PTS: 1                      REF: Concepts 14

30. In the URL <http://www.nps.gov/yose/index.htm>, \_\_\_\_ is the Web protocol standard.
- a. http
  - b. www
  - c. nps
  - d. htm

ANS: A                      PTS: 1                      REF: Concepts 13

31. In the URL <http://www.nps.gov/yose/index.htm>, \_\_\_\_ is the Web server name.
- a. http
  - b. www
  - c. nps
  - d. htm

ANS: C                      PTS: 1                      REF: Concepts 13

32. In the URL <http://www.nps.gov/yose/index.htm>, \_\_\_\_ is the file extension.
- a. http
  - b. www.
  - c. nps
  - d. htm

ANS: D                      PTS: 1                      REF: Concepts 13

33. Much of a program for a Web app runs on a distant computer, often called the \_\_\_\_.
- a. cloud
  - b. system
  - c. network
  - d. search

ANS: A                      PTS: 1                      REF: Concepts 13

34. You can use a(n) \_\_\_\_ on a search site to describe the information you are trying to find.
- a. URL
  - b. navigator
  - c. keyword
  - d. browser

ANS: C                      PTS: 1                      REF: Concepts 13

35. Several people who connect to the Internet and communicate in real time by typing comments to each other is called a(n) \_\_\_\_.
- a. chat group
  - b. instant message
  - c. VoIP
  - d. social network

ANS: A                      PTS: 1                      REF: Concepts 14

36. Additional recipients can be added to an e-mail via the Cc feature; Cc stands for \_\_\_\_ copy.
- a. courier
  - b. courtesy
  - c. computer
  - d. chat

ANS: B                      PTS: 1                      REF: Concepts 14

37. All of the following are true EXCEPT \_\_\_\_.
- a. e-mail is based on store-and-forward technology
  - b. a file that travels with an email message is called an email attachment
  - c. clicking Reply All sends your message to everyone who received the original message including the Bcc recipients.
  - d. you can use to send a message to a number of people at the same time.

ANS: C                      PTS: 1                      REF: Concepts 14|17

38. The term \_\_\_\_ refers to a personal journal focusing on a single topic or a variety of topics.
- a. wiki
  - c. grid

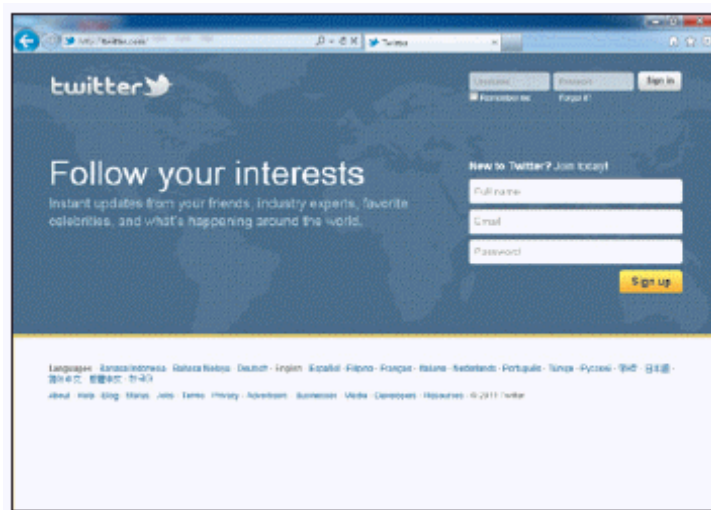
b. blog

d. MMS

ANS: B

PTS: 1

REF: Concepts 15



39. Which of the following activities is enabled by the resource shown in the accompanying figure?

a. social networking

c. grid computing

b. cloud computing

d. wiki usage

ANS: A

PTS: 1

REF: Concepts 15

40. \_\_\_\_ messages are typed messages you send using your smartphone or mobile device.

a. Public

c. Attached

b. Blog

d. Text

ANS: D

PTS: 1

REF: Concepts 15

## COMPLETION

1. Digital \_\_\_\_\_ includes electronic devices such as computers and portable media players, mobile phones, smartphones, tablet computers, and the like.

ANS: technology

PTS: 1

REF: Concepts 2

2. A keyboard or a mouse is an example of a(n) \_\_\_\_\_ device.

ANS: input

PTS: 1

REF: Concepts 3

3. A printer or a monitor is an example of a(n) \_\_\_\_\_ device.

ANS: output

PTS: 1

REF: Concepts 3



4. Sometimes when starting a computer you will be asked to enter a user ID and \_\_\_\_\_.

ANS: password

PTS: 1 REF: Concepts 4

5. A(n) \_\_\_\_\_ is a scaled-down version of notebook and offers more portability.

ANS: netbook

PTS: 1 REF: Concepts 7

6. A(n) \_\_\_\_\_ is a common input device designed to move and select on-screen graphical objects and controls.

ANS: mouse

PTS: 1 REF: Concepts 8

7. Internet connections require a(n) \_\_\_\_\_.

ANS: modem

PTS: 1 REF: Concepts 9

## MATCHING

*Identify the correct answer from the list of choices.*

- |                  |                    |
|------------------|--------------------|
| a. Mainframe     | d. USB flash drive |
| b. Supercomputer | e. Hard drive      |
| c. Workstation   |                    |

1. A large and expensive computer capable of processing data for hundreds or thousands of users.
2. A removable storage device for a PC.
3. A primary storage device.
4. A powerful desktop computer, used for medical imaging and computer-aided design.
5. A computer used for breaking codes.

- |           |        |                 |
|-----------|--------|-----------------|
| 1. ANS: A | PTS: 1 | REF: Concepts 7 |
| 2. ANS: D | PTS: 1 | REF: Concepts 8 |
| 3. ANS: E | PTS: 1 | REF: Concepts 8 |
| 4. ANS: C | PTS: 1 | REF: Concepts 7 |
| 5. ANS: B | PTS: 1 | REF: Concepts 7 |

## ESSAY

1. What are digitization, the digital revolution, and digital convergence, and how do they affect your life?

ANS:

Digitization is the process of converting text, numbers, sound, photos, and video into data that can be processed by a computer. The advantage of digital images and sounds is that they can be easily stored, copied, and shared. Digital images have changed the photographic industry. Digital cameras have replaced film cameras. Digital imaging used in medical tests has had profound effects in the healthcare industry. Digital video is responsible for special effects in movies, new trends in 3D animation, portable video, and consumer interest in home video. Digital sound transformed the way music is marketed, sold, purchased, and played. Human speech can also be digitized. For example, when you call a business for help or information, digitized voice telephone systems understand and respond to your spoken words. GPS devices tell you the directions as you drive.

The digital revolution is the process of social, political, and economic change brought about by digital technology, such as computers and the Internet. The digital revolution affects people's lives in that it influences the tools they use to teach, play, work, and govern by digitizing or enhancing devices.

Digital convergence refers to blending unrelated technologies into a single product. This affects anyone who has a device such as a smartphone, which includes phone capabilities in addition to a keypad, email, Web browser, camera, music player, GPS, etc.

PTS: 1

REF: Concepts 2-3

TOP: Critical Thinking

2. List advantages of each of the following computer types: notebook, tablet, and netbook.

ANS:

A notebook is a type of portable personal computer, and is smaller than a desktop, although more expensive. Notebooks, when closed, protect the components such as pointing device, screen, and keyboard. Notebooks are comparable in computing power to desktops.

A tablet includes a touch-sensitive screen, on which you can write or draw to provide handwritten input. Most also accept voice input. These are best for people who do their work while on the go, such as real estate agents or healthcare workers.

A netbook is a more portable notebook. They are scaled-down notebooks, and weigh much less.

PTS: 1

REF: Concepts 6-7

TOP: Critical Thinking

3. Provide at least five different suggestions for how to protect your privacy online.

ANS:

Do not publish or post personal information, such as your home address, passwords, Social Security number, phone number, or account numbers.

Do not submit data to a social networking site until you've read its privacy policy and have made sure that you can remove your data when you no longer want to participate.

If asked for personal information, verify the Web site is legitimate, or make a phone call to confirm that you have to submit the information, and then confirm that the information will be securely transmitted and stored.

Avoid financial transactions when using a public computer. Never click the save my password box and make sure you log out from password-protected sites.

Be wary of contacts you make in public chat rooms and on social networking sites.

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Never use a password-protected Web site on a public computer that doesn't give you the option to save the password.

PTS: 1

REF: Concepts 17 TOP: Critical Thinking