

COMPUTER BASICS 2 ASSIGNMENT

Name: _____

Write the letter of the term in the left column that goes with the definition in the right column.

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|----------------------------|--------------------------|
| a. input devices | n. computer system |
| b. database | o. virus |
| c. output devices | p. network |
| d. monitor | q. ROM |
| e. RAM | r. applications/programs |
| f. operating system | s. windows |
| g. spreadsheet | t. magnetic storage |
| h. peripheral | u. processing devices |
| i. electronic presentation | v. software |
| j. storage devices | w. CPU |
| k. word processing | x. optical storage |
| l. printer | y. hardware |
| m. DOS | z. browser |

1.	Software programs that allow users to perform specific tasks to make the computer do what they want it to do (word processing, games, graphics, etc.).
2.	A software application that allows you to open and see documents on the World Wide Web.
3.	A complete working computer that has all of the necessary parts (hardware and software) to make the computer function.
4.	The <i>brains</i> of a computer system that process all information.
5.	A software application that is used to enter and manage large collections of data.
6.	An old <i>operating system</i> that uses text commands instead of icons and menus. Written by Bill Gates in the early 1980s.
7.	A software application that allows a user to create a computerized <i>slide show</i> .
8.	The actual equipment you can see and touch.
9.	Any hardware, such as a keyboard, mouse, or trackball, that allows a person to enter data and give instructions to a computer.
10.	One type of storage - hard disks, floppy disks, cassette tape. Disks or tape have an oxide coating that allows data to "stick".
11.	The most common type of output device. Some common types are CRT (pixels), LCD, and flat-panel.
12.	Two or more computers that are connected in order to share information and resources. (LAN and WAN)
13.	Software that is the "master controller" of the computer. It manages RAM, controls peripheral devices, manages file operations (saving, opening, deleting, renaming, etc.), monitors system performance, and provides a user interface (command line or graphical user interface – GUI).
14.	When you use this type of storage, data is recorded and read by two lasers (CDs and DVDs).
15.	A device, such as a printer, monitor, or speaker, that displays data from a computer to a user.
16.	Hardware that is not necessary for a computer to work – usually connected to the computer by a cord or cable.

17.	An output device that produces a “hard copy” of information. Two common types or inkjet and laser.
18.	The main parts of a computer system that process information (CPU and memory).
19.	Memory inside of a computer that is used to temporarily store programs and data.
20.	Memory inside of a computer that contains permanent instructions, information, or data placed on the chip by the manufacturer of the computer.
21.	A set of electronic instructions or a program that tells a computer what to do.
22.	A software application that provides a way of organizing, calculating, and presenting <i>numeric</i> information.
23.	Devices needed for permanently <i>storing</i> important information such as computer programs, files, and data.
24.	A program that can cause serious problems and crash a computer system or cause data to be lost.
25.	A GUI (graphical user interface) operating system/environment that makes computers much easier to use and allows the computer user to do <i>multitasking</i> (more than one software program running at a time).
26.	The most widely used of all software applications . It is used to create letters, reports, and other documents that are mostly text.