Multiple Choice

1. As computers become more a part of everyday life, many people believe that _____ is/are vital to success.
   a. computer programming
   b. computer literacy
   c. computer repair
   d. all of the above

2. Computers process _____.
   a. data into information
   b. information into data
   c. data into instructions
   d. instructions into data

3. _____ is/are the steps that tell the computer how to perform a particular task.
   a. Data
   b. Information
   c. Instructions
   d. Documentation

4. All of the following are widely used input devices except the _____.
   a. keyboard and mouse
   b. microphone and scanner
   c. digital camera and PC video camera
   d. printer and monitor

5. The _____ is a small handheld input device that controls the movement of a small symbol on the screen called the pointer.
   a. keyboard
   b. mouse
   c. scanner
   d. microphone
6. A _____ is an input device that converts printed material to a form the computer can use.
   a. mouse
   b. keyboard
   c. microphone
   d. scanner

7. Each of the following is a commonly used output device except _____.
   a. a printer
   b. a monitor
   c. a scanner
   d. speakers

8. The circuitry of the system unit usually is part of or is connected to a circuit board called the _____.
   a. fatherboard
   b. motherboard
   c. brotherboard
   d. sisterboard

9. Storage holds _____ for future use.
   a. data
   b. instructions
   c. information
   d. all of the above

10. A _____ looks similar to a floppy disk but has much greater storage capabilities — up to about 750 million characters.
    a. Zip disk
    b. hard disk
    c. CD
    d. DVD

11. A hard disk provides much _____.
    a. less storage capacity than a floppy disk or Zip disk
    b. less storage capacity than a floppy disk but more than a Zip disk
    c. greater storage capacity than a floppy disk but less than a Zip disk
    d. greater storage capacity than a floppy disk or Zip disk

12. A widely used communication device is a _____.
    a. modem
b. CD drive
c. USB flash drive
d. Zip disk

13. A computing phrase — known as _____ — points out that the accuracy of a computer’s output depends on the accuracy of the input.
   a. what you see is what you get
   b. garbage in, garbage out
   c. nothing ventured, nothing gained
   d. better safe than sorry

14. All of the following are advantages of using computers except _____.
   a. speed
   b. impact on labor force
   c. communications
   d. consistency

15. On a network, the major difference between the server and client computers is that the server ordinarily has _____.
   a. less power, less storage space, and decreased communication capabilities
   b. less power, less storage space, but expanded communication capabilities
   c. more power, more storage space, but decreased communication capabilities
   d. more power, more storage space, and expanded communication capabilities

16. People around the world use the Internet to _____.
   a. communicate with and meet other people
   b. shop for goods and services
   c. access sources of information and leisure
   d. all of the above

17. In _____, people can communicate with multiple users at the same time — much like a group discussion.
   a. e-mail
   b. instant messaging
   c. a chat room
   d. file transfer

18. A Web site is _____.
   a. a collection of related Web pages
   b. the location from which a Web page originates
c. the source of a Web page
d. an author of a Web page

19. You interact with a computer through its _____, which controls how you enter data and instructions and how information is displayed on the screen.
   a. mouse
   b. storage
   c. user interface
   d. icon

20. Two categories of software are _____.
   a. operating system and system software
   b. system software and utility programs
   c. utility programs and operating systems
   d. system software and application software

**True/False**

1. Computers are a primary means of communications for billions of people.  
   **T**
2. Computers process information (output) into data (input).  
   **T**
3. Few computers today can communicate with other computers.  
   **T**
4. A computer keyboard contains keys users press to enter data into the computer.  
   **T**
5. A printer displays text, graphics, and videos on a screen.  
   **T**
6. Two main components on the motherboard are the processor and memory.  
   **T**
7. Most memory keeps data and instructions permanently, although some forms of memory are temporary.  
   **T**
8. Drives and readers/writers, which are types of storage devices, accept a certain kind of storage media.  
   **T**
9. A CD is an example of an output device.  
   **T**
10. A USB flash drive is an example of a storage device.  
    **T**
11. The average floppy disk can hold more than 80 billion characters.  
    **T**
12. Hard disks are self-contained devices.  
    **T**
T F 13. A compact disc is a thin, circular, flexible disk enclosed in a square-shaped plastic shell.

T F 14. Some portable devices, such as digital cameras, use memory cards as the storage media.

T F 15. When data, instructions, and information flow along electronic circuits in the system unit, they travel at incredibly slow speeds.

T F 16. The electronic components in modern computers are undependable because they have a high failure rate.

T F 17. With current storage devices, the computer can transfer data quickly from storage to memory, process it, and then store it again for future use.

T F 18. The amount of resources required to manufacture a PC equals that of a mid-size car.

T F 19. To discard an old computer safely, put it in a landfill.

T F 20. In many networks, one or more computers act as a server.