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1 Digit- 1 Bit

Computer Speed = (10 Power -6 MS) or (10 Power -9 NS)

BYTE = 8 bits

KB = 1024 bytes

MB = 1024 KB

8 Bit or 8 Digits = 1 Byte

MILLISEC ms = 1/1000 of second

PICOSEC ps = 1/1,000,000,000,000 of seconds

BIT – the smallest unit of storage

NIBBLE = 4 bits

GB = 1024 MB

MICROSEC ms = 1/1,000,000 of second

NANOSEC ns = 1/1,000,000,000 of second

One liners for exams:

- 1) The code for a Web page is written using Hypertext Markup language
- 2) The first computers were programmed using Machine language
- 3) A filename is a unique name that you give to a file of information
- 4) This can be another word for program software
- 5) Any data or instruction entered into the memory of a computer is considered as storage
- 6) Which part of the computer displays the work done monitor
- 7) A series of instructions that tells a computer what to do and how to do it is called a program
- 8) Hardware is the part of a computer that one can touch and feel .
- 9) The role of a computer sales representative generally is to determine a buyer's needs and match it to the correct hardware and software.
- 10) Supercomputers refers to the fastest, biggest and most expensive computers
- 11) Executing is the process of carrying out commands

- 12) The rectangular area of the screen that displays a program, data, and or information is a window
- 13) The process of a computer receiving information from a server on the internet is known as downloading
- 14) Disk drive is the part of the computer helps to store information
- 15) Arithmetic operations include addition, subtraction, multiplication, and division
- 16) A keyboard is the king of input device
- 17) An error is known as bug
- 18) A collection of related information sorted and dealt with as a unit is a file
- 19) Sending an e-mail is similar to writing a letter
- 20) IT stands for information technology
- 21) A menu contains commands that can be selected
- 22) Plotter, printer, monitor are the group consists of output devices
- 23) Edit menu is selected to cut, copy and paste
- 24) The most important or powerful computer in a typical network is network server
- 25) The primary purpose of software is to turn data into information.
- 26) The ability to find an individual item in a file immediately direct access is used.
- 27) To make a notebook act as a desktop model, the notebook can be connected to a docking station which is connected to a monitor and other device.
- 28) You can use the tab key to move a cursor across the screen, indent a paragraph.
- 29) A collection of related files is called record.
- 30) Storage that retains its data after the power is turned off is referred to as non-volatile storage.
- 31) Internet is an example of connectivity.
- 32) Testing is the process of finding errors in software code.
- 33) A syntax contains specific rules and words that express the logical steps of an algorithm.
- 34) Changing an existing document is called the editing documentation

- 35) Virtual memory is memory on the hard disk that the CPU uses as an extended RAM.
- 36) Computers use the binary number system to store data and perform calculations.
- 37) The windows key will launch the start buttons.
- 38) To move to the beginning of a line of text, press the home key.

- 39) When sending an e-mail, the subject lines describe the contents of the message.
- 40) Tables, paragraphs and indexes work with when formatting text in word.
- 41) TB is the largest unit of storage.
- 42) The operating system tells the computer how to use its components.
- 43) When cutting and pasting, the item cut is temporarily stored in clipboard.
- 44) The blinking symbol on the computer screen is called the cursor.
- 45) Magnetic tape is not practical for applications where data must be quickly recalled because tape is a sequential because tape is a sequential access medium.
- 46) Rows and columns are used to organize data in a spread sheet.
- 47) When you are working on documentation on PC, the document temporarily stored in flash memory.
- 48) One megabyte equals approximately 1 million bytes.
- 49) Information travels between components on the motherboard through buses.
- 50) RAM refers to the memory in your computer.

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