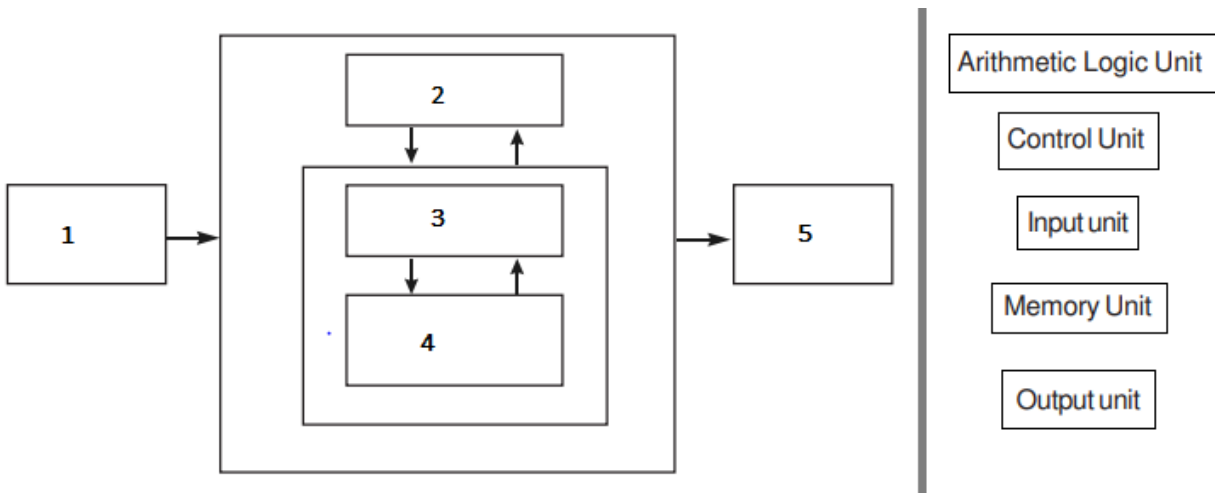


**National Institute of Open Schooling**  
**Secondary Course : Data Entry Operations**  
**Lesson 1: Basics of Computer**  
**Worksheet - 1**

1. Following is the block diagram of a computer system. Can you match the pieces on the right side with their position in the diagram on left? Also, explain the process followed by the components in your final diagram.



2. Aastha shifted to a new home recently. While shifting, parts of her computer system got packed in a box that contains some other items as well. She found following items in the box:

- |               |               |
|---------------|---------------|
| 1. Charger    | 6. Mouse      |
| 2. CPU        | 7. Printer    |
| 3. DVD Player | 8. Scanner    |
| 4. Keyboard   | 9. Table Lamp |
| 5. Monitor    | 10. Tripod    |

Can you tell help her in finding the items to assemble her computer by telling the use of each of the required items out of these?

3. In continuation to the Question 2, what are the other items that can be assembled to a computer system, that Aastha might find packed in some other boxes? Name any 5.

4. If you need to buy a printer, what all categories are available and on what parameters will you compare them all?

5. Is there any difference between the CRT Monitor and LCD Monitor or these are just synonyms?

6. Mohit's dad gifted him a new computer on his birthday. Mohit wants to install MS Office, but his brother tells him that he can not install MS Office until he installs something else first. What does he mean? What's the very first Software that he needs to install in a computer system to install other ones?

7. In continuation to Q6, imagine you are Mohit's brother. Now, explain all the different types of software to Mohit and also give some examples of each.

8. A teacher while marking an answer sheet, spilled water on it by mistake. By this, some of the words are not clearly visible. Have a look at that answer:

*Computer Languages are broadly classified in 2 categories. First is:*



**Language:** These kinds of languages are:

1. Machine Language

2. Assemble Language

*And Second is:*



**Language:** These kinds of languages are:

1.



2. COBOL

3. FORTRAN

4.



5. C++

Looking at the answer, what do you think the question was?

9. Now, that you know the above question, can you name the other two languages of the 2<sup>nd</sup> category that are not readable in the answer sheet? Also, from the total of 8 languages from both the categories – now explain the use of any 3 languages.

10. In order to make the Computer Machine understand the instructions provided by the high level and low-level languages, we need two components to convert those instructions into machine language. Can you name them and briefly explain their working with the help of a diagram?