

Irish

# Binary FOLKS

A Book of Computer with a Difference!

Help Kit  
6-8



Based on



# Computer-6

## Chapter-1

- A.** 1. a, 2. b, 3. c, 4. b, 5. b  
**B.** 1. size, brand, 2. Laptop computer, 3. 4. 5.  
**C.** 1. False, 2. False, 3. True, 4. True, 5. True

## Chapter-2

- A.** 1. a, 2. b, 3. c, 4. b, 5. b  
**B.** 1. Show Desktop, 2. 2015, 3. Asterisk (\*), question mark (?), 4. Virtual Desktops, 5. minimum, medium  
**C.** 1. True, 2. True, 3. True, 4. False, 5. True  
**D.** 1. Show Desktop, 2. Windows 10, 3. Auto Peek, 4. Virtual Desktop  
**E.** 1. Windows 10 is the most recent version released in 2015 and was initially offered free of charge to legitimate users of both Windows 7 and Windows 8. It is built on the windows NT Kernel and follows Windows 8.  
2. Aero peek is a feature that is designed to allow us work on the computer easily when multiple windows are open on the desktop.  
3. One of the new features of Windows 10 is the addition of virtual desktops. This allows you to have multiple desktop screens where we can keep open windows organised.

To add a virtual desktop, follow these steps :

- Click Task View on the taskbar.
- Click the New Desktop option on the lower-right corner.

### 4. Searching for files using wild card character

Keyboard characters like \* and ? are known as wild card characters. They can be used to search for files, folders.

We use Wild Card Characters when we do not know the entire name of a file.

- i. If you want to locate all files that begin with "delhi", then you can simply type : delhi

This would display all types of files whose names start with "delhi", like delhicloth.doc, delhibakers.txt, delhizone.doc, etc.

- ii. We use a question mark (?) whenever we want to only replace one character in a name.

for example by typing : mylibraryarticle?.doc  
Will display the items mylibraryarticlc/.doc, mylibraryarticlex.doc etc.

5. Some of us like to listen to music while working on another document, say a Word document or an

Excel sheet. It is simple to multitask in the Windows operating system. We can simultaneously work on multiple applications on Windows.

Each program that you open appears as a button on the taskbar. The taskbar buttons allow us to switch between programs.

## Chapter-3

- A.** 1. a, 2. c, 3. c, 4. a, 5. a  
**B.** 1. Footer, 2. Splitting, 3. Insert, 4. Alt + Home, 5.  
**C.** 1. False, 2. True, 3. True, 4. True, 5. False  
**D.** 1. Design Tab, 2. Cell, 3. Split Cells, 4. Formatting Tables, 5. Alt + Page Down  
**E.** 1. The header is a section of the document that appears in the top margin, while the footer is a section of the document that appears in the bottom margin.  
2. A table is an organised arrangement of data (text, numbers, pictures and other objects) which consists of number of rows and columns. The intersection of a column and a row is called a cell.  
3. Various steps to create a table using the Insert Table dialog box are :  
Step 1 : Click on the Insert tab.  
Step 2 : Click the Table button in the Tables group. A list of option appears.  
Step 3 : Click on Insert Table option. The Insert Table dialogue box appears.  
Step 4 : Specify the number of columns and rows.  
Step 5 : Click on the OK button.  
A Table with the specified number of columns and rows is inserted in the document.  
4. **Adding Borders around a table** : To select a border, border style, weight and colour, following steps should be followed :  
Step 1 : Highlight the cells you wish to add a border to.  
Step 2 : From the Table Tools Design tab, select the desired Line Style, Line Weight and Pen Color from the Draw Borders group.  
Step 3 : Click on the Borders drop-down arrow. The drop-down grid appears.  
Step 4 : From the drop-down grid, select the desired Border type.  
The border will be added to the selected cells.  
5. **Footnote and Endnote** : Footnote and Endnote are generally used while writing books by writers.

The difference between footnote and endnote is that footnotes are given at the end of a page where as endnotes are given at the end of the document.

Inserting footnotes and endnotes, follow these steps :

Step 1 : Place the cursor where you want to insert a footnote or endnote.

Step 2 : Click on the References tab. In the Footnotes group, click on Insert Footnote or Insert Endnote button.


Now, type the required text for the footnote or endnote.


Step 3 : Double-click on the footnote/endnote reference number to return to the document.

#### Chapter-4

- A.** 1. b, 2. a, 3. c, 4. c, 5. d
- B.** 1. Data Source, 2. Merge Field, 3. Mailings, 4. Main Document, 5. Excel
- C.** 1. True, 2. False, 3. True, 4. True, 5. True
- D.** 1. Print Documents, 2. Mail Merge, 3. Mailings, 4. Data Source, 5. Print Documents
- E.** 1. Mail merge is a useful tool that will allow you to easily produce multiple letters, labels, envelopes, name tags and more using information stored in a list, database or spreadsheet.
2. To create a new mailing list, following steps should be followed :
- Step 1 : To create a new mailing list, select Type a new list radio button under select recipients section and click on Create option.
- Step 2 : The New Address List dialog box will appear on the screen. Click on Customize Columns button to add or remove fields.
- Step 3 : Now enter data in the respective fields and click on New Entry button.
3. **Data Source** : Data source consists of mailing list, for example, name, address, city, pin, telephone number etc. The data is organised in tabular form along with the field names. The data source is associated with the main document, so its field names can be used in the main document and it becomes easy to merge addresses along with the main document.
- Main Document** : It contains the text that we wish to send to all the recipients. For example, from letter, mailing label, envelope or directory.
- View the Merged Data** : You can check whether MS Word has picked up the data source according to

the merged fields or not, by viewing it on the screen.

Step 1 : Click on the Preview Results button  in the Preview Results group on Mailings tab, or click on Next : Preview your letter.

Step 2 : The first record will be displayed. Click on the Next Record button  in the Preview Results group to view the next record of the data source.

5. **Printing Letters** : To print your letters, following steps should be followed :

Step 1 : Click on the Finish & Merge button in the Finish group on the Mailings tab.

Step 2 : Select the Print Documents option from the drop-down grid.

The Merge to Printer dialog box appears.

#### Chapter-5

- A.** 1. b, 2. , 3. d, 4. c, 5. d
- B.** 1. Entrance, 2. Slide Show, 3. Music or Sound effects, 4. Video Clips, 5. Stop
- C.** 1. False, 2. True, 3. True, 4. True, 5. False
- D.** 1. Esc, 2. Exit, 3. Video Clips, 4. Motion Path
- E.** 1. An animation is a visual effect added to the objects.
- i. Objects on the slide like text, pictures, shapes and so on.
- ii. Or on the whole slide.
2. Slide transition controls how our presentation move from one slide to another.
- Transition effects appear when one slide changes to other during Slide Show.
- To add transition effects, following steps should be followed :
- Step 1 : Select the slide on which you want to apply a transition.
- Step 2 : Click on the Transitions tab.
- Transition to This Slide Group appears on the Ribbon.
- Step 3 : Click on the More drop-down arrow to display all the transition effects.
- Step 4 : Click on any transition effect from displayed choices.
- The current slide displays a preview of the selected effect.
- Step 5 : Select the Effect Options in the Transition to This Slide group to select an effect from the chosen transition.
- Step 6 : Click on the drop-down arrow of the Sound option in the Timing group.

Step 7 : Select any sound effect of your choice.

Step 8 : Click on the Preview button present at the extreme left, on the Ribbon.

Observe its effect.

Step 9 : Specify the transition timing by entering the number of seconds or minutes in the Duration box in the Timing group.

Step 10 : Select the On Mouse Click checkbox if you want to advance the slide by clicking the mouse.

Step 11 : Click on the After checkbox if you want the slide to advance automatically to the next one.

Step 12 : Click on the Apply to All button to apply the selected effects to all the slides.

Step 13 : Open the Slide Show tab.

Step 14 : Click on the From Beginning button.

3. To record and add your own sound to the slide, follow these steps :

Step 1 : Click on the slide to which we want to add an audio clip of recorded sound.

Step 2 : Click on the Insert tab. Click on the Audio drop-down arrow in the Media group.

Step 3 : Choose the Record Audio option from the drop-down menu. The Record Sound dialog box appears.

Step 4 : Type a name for the audio recording and click the Record button to start recording.

Step 5 : Click on Stop button when you've to finish recording. We can use the Play button to listen to the recorded sound.

Step 6 : Click OK. The audio file gets inserted in the slide.

4. We can add video clips from the Microsoft Clip Gallery, which contains wide range of art, sound, video and related clips.

To insert the movie file follow these steps :

Step 1 : Select the file where we want to insert the clip.

Step 2 : Select the Insert tab. Click on the Video drop-down arrow in the Media group.

Step 3 : Select the Video on My PC option. The Insert Video dialog box appears.

Step 4 : Locate and select the desired video file and then click on the Insert button.

Step 5 : The video files get added to the slide. The Format and play back tab appears under the Video Tools tab on the ribbon. We can format the inserted video by clicking on the Format tab and selecting various formatting options from it.

Step 6 : Click on the Play button below the video clip. The video will start playing.

5. PowerPoint has the facility to import and use data from Word, Excel etc. Follow these steps :

Step 1 : Click on Start > All Programs > Microsoft Office > Microsoft Office Word 2016. Click on the Outline button in Document Views group on View tab.

Step 2 : Type the text shown in the figure and click on Close Outline View button to return to Normal View.

Step 3 : Select "Types of Software", and apply Heading 1 from Styles group on the Home tab.

Step 4 : Select "Microsoft Word" and choose Heading 2.

Step 5 : Select "Microsoft Excel" and apply Heading 3 from the selection.

Step 6 : Similarly, select "Corel Draw" and apply Heading 3 again.

Step 7 : Apply Heading 1 on "Corel Photo-Paint" and Heading 2 on "Flash" and "Adobe Photoshop".

Step 8 : Click on the Save button on the Quick Access Toolbar. The Save As dialog box appears. Type the name "Types of software" in File name text box and click on the Save button. Now exit from Microsoft Word.

Step 9 : Start Microsoft PowerPoint and open any existing presentation. Click on View tab and select on Slide Sorter button.

Step 10 : Now click on the New Slide drop-down menu on Home tab. Select Slides from Outline action.

Step 11 : The Insert Outline dialog box will appear. Browse the location of the Word file-Types of Software.

Step 12 : Select the file and click on Insert.

Step 13 : New slides will be inserted in the presentation. View the new slides.

## 0Chapter-6

1. c, 2. b, 3. b, 4. a, 5. d
1. row, 2. , 3. cells, 4. 5. rows
1. False, 2. True, 3. True, 4. False, 5. True
1. Ctrl + Home, 2. Left, 3. Left, 4. Equal to (=), 5. Moving the cell contents
1. Microsoft Excel is a popular spreadsheet software used for storing, organizing and manipulating data in rows and columns. In Excel, we can perform complex mathematical calculations on data. It also

allows us to represent data pictorially in the form of chart.

2. Three types of data can be entered in MS Excel worksheet. They are :

- Numbers
- Text
- Formulae

**Numbers** : Numbers are values that consist of numerals like 0 to 9 and the characters like +, -, !, @, \$, %, ^, &, etc are included in numeric data. They can be used in calculations. In addition to actual numbers, Excel also stores date and time as numbers.

**Text** : Text data can contain letters, numbers, spaces and special characters such as ! and &. Text data is not used in calculations.

**Formulae** : A formula is a mathematical equation involving number values, operators and cell addresses used for performing calculations on worksheet. Formulae can range from basic mathematical operations to complex calculations. Formulae begin with an equal to (=) sign.

3. Moving is referred to as changing the position of the data within the same worksheet or in a different worksheet whereas copying is referred to as copying or duplication of content available in the cell.

To move or copy the cell contents, following steps should be followed :

Step 1 : Select the cell or range of data to be moved or copied.

Step 2 : Click the Cut button for moving the data or Copy button for copying the data in the Clipboard group on the Home tab.

A border surrounds the range of data which is to be moved or copied.

Step 3 : Select the destination cell where you want to paste the data.

Step 4 : Select Paste button in the Clipboard group on the Home tab.

The selected cells are moved or copied to the new location.

4. To change the width of column, following steps should be followed :

Step 1 : Select the column.

Step 2 : On the Home tab, click on the drop-down arrow of the Format button. From the displayed list of options, click on Column Width.

Step 3 : The Column Width dialog box appears.

Enter the desired value and click on OK. Observe the change in the width of the selected column.

5. Excel has a powerful feature to perform calculations on the data. We can perform addition, subtraction, multiplication and division of numbers either using formulas or using functions.

Formulae are equations that perform calculations on values in our worksheet. The result of the calculation is displayed in the cell where the formula is entered. A formula consists of a combination of cell references, numbers, operators and Excel functions.

## Chapter-7

A. 1., 2. c, 3. c, 4., 5. c

B. 1. Poly Start, 2. Brush, 3. Lasso, 4. Selection, 5. Style

C. 1. False, 2. True, 3. False, 4. True, 5. True

D. 1. 2. 3. 4. 5. 6. 7. 8. 9.

- E. 1. Flash is an animation software package. It provides a versatile and easy way to create animation. We can make object in Flash with animation and make movies with sound and action. Flash is one of the most popular technologies of the Internet because it does not require programming skills. The animations and graphics created in Flash can be scaled to any size without losing clarity or quality.

### The flash work space contains–

1. The Menu Bar
2. The Tools Panel
3. The Stage
4. The Properties Panel
5. The Time line

2. The Timeline is a fixed window that stays on top of every object in the workspace. This is the area where graphics and elements are assembled in sequential order allowing the user to view the order of events in sequence.

3. This tool is used to draw polygon and star figures.

Step 1 : Select the drop-down menu of the Rectangle tool. It will display a fly out menu.

Step 2 : Select the PolyStar tool.

Step 3 : In the Properties Inspector, click on the Options button.

Tool Settings dialog box will appear.

Step 4 : Click on the drop-down list of Style option and select the Star style.

Step 5 : Enter the number of slides. Enter the value from 3 to 32 for number of slides.

Step 6 : For star point size, enter the number between 0 and 1 to specify the depth of the star points. A number closer to 0 creates deeper points.

4. **Paint Bucket Tool** : This tool is useful to fill enclosed areas of an object with colours in a single click.  
**Ink Bottle Tool** : It is used to change the stroke color, width and style of lines or shape outlines.
5. **Line Tool** : The Line Tool, helps us to draw straight lines.  
**Pencil Tool** : It is a freehand drawing tool. This tool helps to draw lines in three different modes : Straighten, Smooth and Ink.

### Chapter-8

- A. 1. c, 2. 3. 4. 5.
- B. 1. constant, 2. logical, 3. variable, 4. 5.
- C. 1. True, 2. True, 3. True, 4. False, 5. False
- D. 1. Qbasic, 2. Relational, 3. Ribbon, 4. Relational, 5. Constant
- E. 1. BASIC stands for Beginner's All Purpose Symbolic Instruction Code. It was invented in 1963, at Dartmouth College, by the mathematicians John George Kemeny and Tom Kurtzs. BASIC is an interpreter which means it reads every line, translates it and lets the computer execute it before reading another.
2. **Numeric Variable** : A numeric variable can hold only numeric constant. It is represented by an alphabet or an alphabet followed by another alphabet or a digit. It should not contain any space or symbols like ^, ?, \, /, @, ;, : etc. Underscore can be used instead of space.  
**String Variable** : A string variable is represented by an alphabet followed by the dollar (\$) sign. It can contain letters, digits, underscore symbol and the last character is always a dollar (\$) sign.
3. Hierarchy defines the order in which the operators are executed in any Basic expression. We use BEDMAS for the hierarchy of operation. The full form of BEDMAS is :

B	Brackets	()	
E	Exponentiation	^	
D	Division	/	Same Priority
M	Multiplication	*	
A	Addition	+	Same Priority
S	Subtraction	-	

4. QBASIC window has the following components. Menu Bar, Title bar, Status bar, Program Mode and Immediate mode.
5. **REM** : This statement is used to give remarks in a program. The computer does not execute this statement since whatever is written after REM is

ignored by the computer.

**Print Statement** : It is used to display any message or result on the screen.

**End Statement** : It is used to indicate the end of a program. Any statement written after END will not be executed.

### Chapter-9

- A. 1. b, 2. 3. 4. 5. b
- B. 1. Internet, 2. E-commerce, 3. E-commerce, 4. Google, Yahoo, Altavista, 5. Selectively
- C. 1. True, 2. True, 3. True, 4. True, 5. False
- D. 1. The World Wide Web (WWW or W3) is a system of interlinked hypertext documents accessed via the Internet. With a web browser, one can view web pages that may contain text, images, videos and other multimedia and navigate between them via hyperlinks.
2. Social networking is possible in person, especially in the workplace, universities, etc. This is because in most high schools, colleges or workplaces, the internet is filled with millions of individuals who are looking to meet other people, to gather and share first-hand information. Once you are granted access to a social networking website you can begin to socialize. This socialization may include reading the profile pages of other members and possibly even contacting them.
3. Online chat may refer to any kind of communication over the Internet that offers an instant transmission of text-based messages from sender to receiver.
4. Videoconferencing is a system that enables people in different parts of the world to have a meeting by watching and listening to each other using video screens. It has also been called 'visual collaboration' and is a type of groupware.
5. E-mail is the exchange of computer stored messages by telecommunications. However, you can also send non-text files, such as graphic images and sound files, as attachments sent in binary streams.
6. Search engine is an information retrieval system designed to help find information stored in a computer system and accessed through the means such as the World Wide Web. The search engine allows you to make a query usually with a word or phrase and retrieves a list of items that best match the criteria you have requested.

# Computer-7

## Chapter-1

- A. 1. a, 2. a, 3. b, 4. , 5. c
- B. 1. decimal, 2. Octal, 3. number system, 4. computer, 5. two
- C. 1. False, 2. True, 3. 4. 5.
- D. 1. 2. 3. 4. 5. 6. 7. 8. 9.
- E. 1. A number system is a set of values used to represent different quantities such as number of staff in an office or number of audience watching a cricket match.

Types of Number Systems. Some important numbers systems are as follows :

- i. Decimal Number System
  - ii. Binary Number System
  - iii. Octal Number System
  - iv. Hexadecimal Number System
2. Steps to convert binary to decimal : Converting from binary to decimal invokes multiplying the value of each digit (i.e. 1 or 0) by the value of the placeholder in the number.
- i. Write down the number
  - ii. Starting with the LSB, multiply the digit by the value of the place holder
  - iii. Continue doing this until you reach the MSB
  - iv. Add the results together.

Ex : Convert 1011 or 111 to Decimal

1	0	1	1	0	1	1	1
128	64	32	16	8	4	2	1
							$1 \times 1 = 1$
							$1 \times 2 = 2$
							$1 \times 4 = 4$
							$0 \times 8 = 0$
							$1 \times 16 = 16$
							$1 \times 32 = 32$
							$0 \times 64 = 0$
							$1 \times 128 = 128$
							+
							Add 183

So 10110111 = 183

3. To perform a binary multiplication, we need to understand how addition works with binary numbers and follow the same process of multiplication and addition we would use with decimal numbers.
4. **Hexadecimal Number** : We can convert a decimal to hexadecimal. We divide by 16 each line since we are working in base 16.

**Octal Number System** : The octal number system consists of 8 digits i.e. 0 to 7 with the base 8.

## Chapter-2

- A. 1. b, 2. b, 3. b, 4. b, 5. b
- B. 1. Formula, 2. , 3. Functions, 4. Sheet reference, 5. cell reference, 6. Reference
- C. 1. False, 2. True, 3. True, 4. True, 5. False
- D. 1. 2. Functions, 3. Concatenation, 4. Mixed, 5. the column isn't wide enough to display the value
- E. 1. Formulas are used to perform calculations involving addition, subtraction, division and multiplication. A formula is a sequence of values. Cell references, functions and/or operators in a cell that produces a new value from existing values.

**References** : The cell or range of cells that you want to use in your calculation.

**Operators** : Symbols (+, -, \*, ^, %, /, \$, #, etc) that specify the calculation to be performed.

**Constants** : Numbers or text values that do not change.

**Functions** : Predefined formulas in excel.

2. When a formula contains a cell address it is called a cell reference. For example, A1, B6 etc where A and B denotes the column name and 1 and 6 denotes the row number with references. Various different types of cell references are :
- i. Relative Reference
  - ii. Absolute Reference
  - iii. Mixed Reference

3. **Functions** : Functions are pre-defined formulae in Excel to perform both simple and complex calculations.

**Structure** : There is a particular structure in which the functions are written. The structure of a function begins with an equal sign (=), followed by the function name, an opening parenthesis, the arguments separated by commas and a closing parenthesis.

4. When a formula contains a cell address it is called a cell reference. For example A1, B6. Here A and B denotes the column name and 1 and 6 denotes the row number.

**1. Relative Reference** : In relative reference, when we create a formula, references to a cell or ranges are usually based on the position relative to the cell.

**2. Absolute Reference :** Absolute reference is used when we do not want to change the address of the cell on copying the formula to another cell.

- Arguments can be numbers, text logical values such as TRUE or FALSE or cell references. The arguments we designate must produce a valid value for that argument. Arguments can also be constants, formulas or other functions.

### Chapter-3

1. d, 2. b, 3. d, 4. c, 5. a
1. Category, 2. Legend, 3. Data series, 4. Surface, 5. Sparkline
1. True, 2. True, 3. True, 4. False, 5. True
1. Plot area, 2. Column chart, 3. Chart title, 4. Category axis, 5. Date series
- Charts are used to display series of numeric data in a graphical format to make it easier to understand large quantities of data and the relationship between different series of data.
  - A chart has the following components – chart area, x-axis, y-axis, data series, axis titles, plot area, legend, chart title, gridlines, data label and data table.
  - A bar chart is similar to a column chart except that in this type of chart, the values are represented on the horizontal axis whereas categories are represented on the vertical axis.
  - To insert sparklines in a sheet :  
Step 1 : Select the range of cells that contains the data.  
Step 2 : Select any option in the Sparklines group on the Insert tab. The Create Sparklines dialog box appears.  
Step 3 : As the Data Range is already selected, select the Location Range, where the sparklines are displayed.  
Step 4 : The sparklines will be included in the sheet.
- The Gridlines option allows us to specify whether gridlines should be displayed on the chart, and how they should be displayed.

### Chapter-4

1. d, 2. b, 3. b, 4. a, 5. a
1. QBASIC was, 2. Constants, 3. shift, 4. Relational operators, 5. F5
1. False, 2. True, 3. True, 4. False, 5. True
1. ₹, 2. \$, 3. OTHERWISE, 4. \$ OTHERWISE, 5. LET
1. **Constants :** Constants are the values that do not

change during the execution of a program. Constants are of two types.

**Variables :** A variable is a quantity whose value can change as many times as required during the execution of a program.

- In a program, the statements are generally executed in a sequential manner. However, at times, the user may need to change this order of execution, either by repeating or skipping the execution of a few statements subjected to a given condition. In such situations, the task can be performed by the use of control statements.
- The IF...THEN Statement is the most basic conditional statement and it is used to check conditions. If the condition is true then the statements written between IF...THEN and END IF are executed.

For example, the following program prompts the user to enter age. It displays the message “You are allowed to vote” if the age is more than or equal to 18.

```
PRINT "Enter your age :"
```

```
INPUT Age
```

```
IF Age >= 18 THEN
```

```
PRINT "You are allowed to vote"
```

```
END IF
```

- GOTO is used to shift the control of the program to the desired command with a specific label. To specify where the control of the program should go, the label is specified with the GOTO command.
- In the first program of IF...THEN Statement, we may wish to do something else if the condition is false. To overcome this drawback, we can make use of the IF...THEN...ELSE statement checks the condition and chooses between two alternatives.

### Chapter-5

1. c, 2. c, 3. c, 4. b, 5. c
1. repeated, 2. PLAY, 3. Nested, 4. GOSUB, 5. WEND, 6. True
1. True, 2. False, 3. False, 4. False, 5. False
1. Looping, 2. Control Variable, 3. GOSUB-RETURN, 4. Nested Lop
1. While programming, there are situations when you have to repeat one or more statements a number of times. This can be done using loops. A loop is a sequence of instructions that is continually repeated until a certain condition is reached.



There are three statements that let us execute loops in QBasic :

1. WHILE...WEND
  2. DO...LOOP
  3. FOR...NEXT
2. This loop is executed as long as the specified condition is true. The DO WHILE LOOP first executes the block of statements then checks the conditions.
- Syntax: DO WHILE condition  
Statement (s)  
Loop
- Example: COUNT = 10  
DO WHILE COUNT >= 5  
PRINT COUNT  
COUNT = COUNT - 2  
LOOP
3. A loop can be used many times in a program. A loop within another loop is called a nested loop. Rules for using nested loop.
  4. The GOSUB enables us to jump to a certain position in a program. Labels are used to specify what point in the program to continue execution.
  5. The PLAY statement is used for playing musical notes in QBasic. It can only play one note at a time using different string characters. The tones are indicated by alphabetic characters both in uppercase or lowercase.

#### Chapter-6

- A. 1. c, 2. c, 3. c, 4. a, 5. c
- B. 1. unordered list, 2. hyperlinks, 3. nested, 4. LOL7, 5. unordered
- C. 1. False, 2. True, 3. False, 4. , 5. True
- D. 1. Unordered List, 2. Ordered List, 3. Nested List, 4. Marquee, 5. Src
- E. 1. The ordered list element <OL> works very much like the unordered list element, individual list items are created in the same manner. The main difference between an ordered list and the unordered list is that with an ordered list, the order in which items are presented is important.
2. An unordered list is simply a list of related items whose order is not considered. This list is created by using the unordered list block level element <UL>. Each item within an unordered list is individually marked by using the list item element <LI>.

3. The various types of lists that HTML provides are :
  - Unordered List
  - Ordered List
  - Nested List
  - Definition List
4. HTML links are hyperlinks. A hyperlink is an element, a text or an image that you can click on and jump to another document.  
The tags used to produce links are the <a> and </a>.  
The <a> tells where the link should start and the </a> indicates where the link ends.
5. In HTML, images are defined with the <IMG> tag. The <IMG> tag is empty, which means that it contains attributes only and it has no closing tag. The various attributes are :  
**src** : This specifies source of the image file.  
**alt** : This specifies the alternate text to be displayed.  
**width** : This specifies the width of the image in pixels.  
**height** : This specifies the height of the image in pixels.  
**align** : This specifies the alignment of the image on the webpage.

#### Chapter-7

- A. 1. c, 2. a, 3. b, 4. b, 5. b
- B. 1. <TR>, 2. <TH>, 3. <TR>, 4. Colspan, 5. Valign
- C. 1. False, 2. False, 3. False, 4. True, 5. False
- D. 1. <TD>, 2. <TH>, 3. align, 4. row span
- E. 1. A Table is used to display the data in the tabular format. It is made up of rows and columns. The HTML table model allows authors to arrange data-text, preformatted text, images, links, forms, form fields, other tables etc into rows and columns.  
The HTML table allows web authors to arrange data like text, images, links, other tables, etc into rows and columns of cell.
2. The three attributes of Table Tag are :
  1. **Border** : This attribute places a border around the table and frames on each cell.  
BORDER=n, sets the width of the table border.  
Syntax : <TABLE BORDER=3>
  2. **Bordercolor** : This attribute will change the colour of the border.  
Syntax : <TABLE BORDERCOLOR="NAVY">

**3. Bgcolor :** The BGCOLOR attribute is used to set the background colour of a table.

Syntax : <TABLE BGCOLOR="WHITE">

3. You can set table background using the following two ways :

**Using bgcolor attribute :** You can set background colour for the whole table or just for one cell.

**Using background attribute :** You can set background image for whole table or just for one cell.

4. **Rowspan :** This attribute specifies the number of rows a data cell should span. It is used with the <TD> tag or the <TH> tag.

**Colspan :** This attribute specifies the number of columns a data cell should span. It is used with the <TD> tag or the <TH> tag.

5. **<tr>...</tr> :** The Table Row tag defines a horizontal row of cells. To add rows to the table, use the <tr> and </tr> tags.

**<td>...</td> :** The Table Data tag specifies an individual block or cell in a table row. By default, the text in the cell is left-aligned and vertically-centered. To add columns to the table, use the <td> and </td> tags.

## Chapter-8

A. 1. c. 2. c, 3. d, 4. b

B. 1. timeline, 2. frames per second, 4. drawings, 7. Frames per second, 8.

C. 1. True, 2. False, 3. True, 8. True

D. 1. Animation is a series of drawings that show action. By changing the still image slightly, it can be made to look like it is moving. This is done by rapidly showing the images in sequence. The human eye sees the change in images as movement, not as separate pictures.

2. Flash CS6 is a program that can be used to create animations. Flash animations are used most often on the Internet. This is because they can be complex but still have small file sizes, making it easy for people to view. Flash animation is used to create online games, electronic greeting cards, information videos, electronic advertisements, splash pages for company websites.

3. In the beginning, artists would draw a picture by hand and film it. Then they would change the image and film the new picture. These still images were strung together to create an animated picture. It would take very long to make animations using this method.

It was not until the 1960's that animation was made easier by using the computer. At first the technology would allow artists to draw simple shapes and view the objects as if they were three-dimensional. Later, the computer made it easy for the artist to draw a picture and run the software program to automatically create the animation.

4. **Tool Panel :** The Tool includes everything needed to create, select or edit graphics on the stage. It is divided into six parts.

• **Selection Tools :** Tools used to select an area on the canvas and modify the selection.

• **Drawing and Text Tools :** Tools used to draw and paint lines, shapes and text.

• **Color Tools :** Tools used to add colors, fill an area, copy a color or erase a mistake.

• **Navigation Tools :** Tools used to move or magnify an area.

• **Stroke and Fill Color Selectors :** Tools used to select an outline or fill color.

• **Tool Options :** A tray that display options for the selected tool.

5. **Types of Brush :** Tools option contains a tray that display options for the selected tool. Pick a Brush size and shape. Click on the Paint mode tool in the Tool options.

5 types of Paint modes are :

Paint Normal, Paint Fills, Paint Behind, Paint Selection, Paint Inside.

6. **Shape Tween in Flash :** By tweening shapes, you can create an effect similar to morphing, making one shape appear to change into another shape over time. Flash can also tween the location, size and color of shapes.

Steps to follow :

• Open a new flash file (Menu > File > New or just simply press shortcut key Ctrl+N). New Document window will open. Select General panel, choose Type ActionScript 3.0 and press OK.

• Now, you can see a single Layer called "Layer1" in your Timeline window.

• Select the first frame. Now go to your working area and draw any object. To start off with, may be you can draw a circle (by choosing Oval Tool from the tool box on the right). This is going to be your initial object.

• Select frame 60, go to "Menu > Insert > Time > Keyframe" or simply press F6 to insert a new keyframe.

- Delete the object present in your working area. Now draw a different object, may be a square (by choosing Rectangle Tool from the tool box).
  - Select any frame between 2 to 59, right click on the selected frame, choose “Create Shape Tween”.
  - Now press (Ctrl+Enter) to view your shape tween.
  - Go to “Menu > File > Publish” to publish your product into flash file.
7. Zoom in/Zoom out Animation with Fading effect :
- Open a new flash file (Menu > File > New or just simply press shortcut key Ctrl+N). New Document window will open. Select General panel and choose Type: ActionScript 3.0 and press OK.
  - Now, you can see a single Layer called “Layer1” in your timeline window.
  - Select the first frame. Now go to your working area and draw any object.

### Chapter-9

- A.** 1. b, 2. a, 3. a, 4. b, 5. b
- B.** 1. Information, 2. Worm, 3. Antivirus software, 4. Worm, 5. Worm
- C.** 1. True, 2. True, 3. False, 4. False, 5. True
- D.** 1. Antivirus, 2. Boot sector virus, 3. Program file virus, 4. Macro virus
- E.** 1. A computer virus is a program or a set of programs that is able to copy itself and becoming a part of another program. In addition to copying itself, a computer virus can also execute instructions.  
The various types of computer viruses are :

1. Boot Sector Viruses
  2. Program File Viruses
  3. Macro Viruses
2. A virus can cause problems in a computer in many ways, such as :
1. Frequent hanging of the system.
  2. Causing strange movements or patterns on the screen.
  3. Showing abnormal write protect error.
  4. Reduce the speed of a computer by decreasing the memory.
  5. Reformatting the hard disk.
  6. Displaying a change in data against the filename in the directory, when a virus modifies the file.
3. **Spyware** : Spyware is a type of malware that covertly gathers user’s information through the user’s internet connection.
4. Generally computer virus infects and spreads from one computer to another through transferring infected data using e-mail, flash drives, or other sources. To prevent virus attack, follow the given tips :
- Every PC should be equipped with some antivirus program.
  - Always scan the pen drive before copying files.
  - Do not install pirated software.
5. Antivirus software works by examining files and looks for known viruses by means of a virus dictionary. It also identifies suspicious behaviour from any computer program which might not be normal and indicate infection.

## Computer-8

### Chapter-1

- A.** 1. c, 2. a, 3. b, 4. b, 5. b
- B.** 1. CAN, 2. computer networking, 3. communication, 4. physical topology, logical topology, 5. ring network
- C.** 1. True, 2. False, 3. True, 4. True, 5. False
- D.** 1. Network, 2. Network Hub, 3. Ring Network, 4. WAN, 5. Network topology
- E.** 1. A computer network is a group of computers connected together to share the resources like file, printer, services etc.  
The various components of a computer networks are :
- 1. Sender** : Sender speaks through computer equipment, which is telephone at its end.

- 2. Communication Channel** : The telephone converts the sender’s voice into a signal which is carried through the telephone cables to the receiver’s end.
- 3. Receiver** : At receiver's end the signal reaches to the communication equipment, telephone, which converts the signal back to voice form.
2. A network topology is the arrangement of a network, including its nodes and connecting lines.
- Bus Topology** : In the bus network topology, every workstation is connected to a main cable called the bus.
- Star Topology** : In the star network topology, there is a central computer or server to which all the workstations are directly connected.

3. Network security is any activity designed to protect the usability and integrity of your network and data. It includes both hardware and software technologies. Effective network security manages access to the network. It targets a variety of threats and stops them from entering or spreading on your network.
4. A router is a device like a switch that routes data packets based on their IP addresses. Router is mainly a Network Layer device. Routers normally connect LANs and WANs together and have a dynamically updating routing table based on which they make decisions on routing the data packets.
5. Network Hub is a networking device which is used to connect multiple network hosts. A network hub is also used to do data transfer. The data is transferred in terms of packets on a computer network.

## Chapter-2

- A. 1. b, 2. b, 3. c, 4. a, 5. b, 6. b, 7. a, 8. c, 9. a
- B. 1. Memo, 2. RDBMS, 3. data types, 4. table
- C. 1. True, 2. True, 3. True, 4. True, 5. True
- D. 1. Data base, 2. Table, 3. Query, 4. Form, 5. RDBMS
- E. 1. Ways to create a Database :  
A collection of related tables with data is called a database.  
Microsoft Access 2016 provides the following ways to create a database.
  - a. creating a blank database
  - b. creating a database using a template
  - c. creating a database by downloading a template
2. Manipulation means to make changes in the data. The following modification can be done on a table in Microsoft Access :
  - a. Add a new record/row
  - b. Add a new field/column
  - c. Update a record
  - d. Delete a row/column
3. Various advantages of database are :
  - a. Easy retrieval of data
  - b. Reduction of data inconsistency
  - c. Easy manipulation of data
  - d. Reduction of data redundancy
  - e. Easy sharing of data
  - f. High data security
4. **Records** : Horizontal rows containing values of specific significance are records.

**Fields** : Vertical columns containing similar information for various items is a field.

**Table** : Part of the database where the actual data is stored.

**Query** : It is used to extract information from a database.

5. **Data Sheet View** : In the data sheet view, you can enter the data in the table directly.

**Design View** : In design view, you have to first create the table's structure.

6. **Primary Key** : Primary key refers to one or more fields which uniquely identify each record in a table.

A primary key does not allow Null Values and must always have unique value, it is used to relate a table to foreign keys in other tables.

7. **Text** : The data type text contains letters, numbers and symbols. The numbers in a text field are considered as text and cannot be used for calculation. it can contain a combination of upto 255 characters.

**Number** : The data type number contains numeric values.

**Currency** : The currency data type contains the currency of a country.

8. Creating a Table using Design View

Step 1 : Click the create tab on the Ribbon.

Step 2 : Click the Table Design from the Tables group.

Step 3 : Type the name of a field in the Field Name column and press the Tab key to move to the Data Type columns.

Step 4 : An arrow appears for the drop down list in the Data Type Column. Click the arrow and select the data type according to your field name from the list.

Step 5 : Press Tab Key to move to the Description column and type a description of the field.

Step 6 : Save the table after adding all your fields by clicking the Save button.

Step 7 : Type the table name and click the OK button.

## Chapter-3

- A. 1. c, 2. b, 3. a, 4. c, 5. b
- B. 1. tool, 2. drawing, 3. image, 4. layers palette, 5. contents
- C. 1. True, 2. False, 3. True, 4. True, 5. True
- D. 1. Photoshop is a popular image changing software

package. It is widely used by photographers for photo editing (fixing colors, reducing noise, adding effects, fixing brightness/contrast) and by graphic designers and web designers to create and change images for web pages.

2. The toolbox contains many separate tools.

The various tools are :

- |                     |                               |
|---------------------|-------------------------------|
| a. Move tool        | b. Marquees selection tool    |
| c. Lasso tool       | d. Quick selection/Magic tool |
| e. Crop tool        | f. Eyedropper                 |
| g. Brush tool       | h. Eraser                     |
| i. Paint bucket     | j. Type tools                 |
| k. Shape tools      | l. Zoom tool                  |
| m. Foreground color | n. Background color           |

3. When you save an Adobe Photoshop file, it is by default saved as a PSD file.

To save a file, follow these steps :

Step 1 : Click on File menu.

Step 2 : Click on Save As or press Shift+Ctrl+S.

Step 3 : Select any file format.

Step 4 : Click on Save.

4. The Layers Palette lists all the layers, layer sets and layer effects in an image.

5. The steps to select a layer are as follows :

1. Open the layers palette and click on the icon of the layer you want to work with.

2. The layer will get selected and its name will appear on the title bar.

3. You can now resize, move, erase or delete the layer (image) as required using the appropriate tools.

6. You can add new layers using the Layers palette by following the steps given below :

Step 1 : Select the layer above which you want to insert a new layer.

Step 2 : Click on the Create a new Layer button on the Layers palette.

Step 3 : A new layer will get inserted above the selected layer in the image as well as in the layers palette.

7. Follow the steps given to lock a layer.

Step 1 : Select the layer, which you want to lock, from the Layers palette.

Step 2 : a. Click Lock transparent pixels icon to lock the transparent pixels in the layer.

b. Click Lock all icon to lock all the contents of the layer.

c. Click Lock position icon to lock position in the layer in the image.

d. Click Lock image pixels icon to lock the pixels that form the image.

#### Chapter-4

- A. 1. d, 2. b, 3. d, 4. b, 5. c

- B. 1. Marquee, 2. Color Sampler, 3. notes, 4. Doodge, 5. Smude

- C. 1. True, 2. True, 3. True, 4. True, 5. True

- D. 1. Crop tool can be used to change the size of an image.

Step 1 : Click on the Crop tool.

Step 2 : Click and drag to select the area of the image you want to keep.

Step 3 : You can click and drag the sides and corner handles to adjust the size of the cropping boundary.

Step 4 : Click on the right button or press the Enter key on the keyboard.

2. The Slice tool allows you to divide an image into smaller sections which fit together like a jigsaw (but with straight edges).

Using the Slice and Slice Select Tools various steps are :

Step 1 : Select the Slice tool in the toolbox.

Step 2 : Click and drag over the area you wish to make into a slice.

Step 3 : Release the mouse button. Photoshop automatically creates the necessary number of slice with the active slice highlighted.

Step 4 : Using the Slice Select tool, you can move and resize slices by dragging inside a slice or by dragging the handles.

3. The Eyedropper tool is used to pick up a colour value from the canvas. This is a very useful tool because there will be many times when you want to switch colours while painting to a colour already on your canvas and you do not want to go all the way through the colour chooser dialog box.

4. The Ruler tool helps you position images or elements precisely. The Ruler tool calculates the distance between any two points in the workspace. To measure between two points, follow the given steps :

Step 1 : Select the Ruler tool. (If the Ruler isn't visible, hold down the Eyedropper tool.)

Step 2 : Drag from the starting point to the ending point. Hold down the Shift key to constrain the tool to 45° increments.

Step 3 : To create a protractor from an existing measuring line, Alt-drag (Windows) or Option-drag

(Mac OS) at an angle from one end of the measuring line or double-click the line and drag.

5. **Magic Erase Tool** : Magic Eraser tool provides you with a quick and easy way to change a picture's background or other colour area with just a few clicks.

**Blur Tool** : It is used to soften a small flaw or rough edge of an image. We can add a little blur to an element to make it appear moving when it was photographed.

6. The Retouching tools available in Photoshop are used for modifying the arrangement of pixels in an image to remove imperfections from the image and give it a better finish.
7. Red eye in portraits is curved when the flash source is used too close to the lens axis and the pupils of the eye are wide open. One way to avoid this happening is to set your camera flash to red eye mode (if available). The camera will usually pop a single or short series of flashes just before firing the main camera flash exposure. Failing that, the Red Eye tool in Photoshop is an easy-to-use tool for removing red eye from photographs that have been taken with a direct flash source.
8. **Dodge and Burn Tool** : Dodge Tool lightens the pixels where we paint and the Burn Tool darkens the pixels where we paint. They are known as toning tools.

**Sponge Tool** : The Sponge tool is an amazing but not a well-known tool that is incredibly useful. It allows you to choose a brush to desaturate or saturate a certain area on a picture.

## Chapter-5

- A. 1. c, 2. a, 3. b, 4. b, 5. d
- B. 1. high level, event, 2. windows applications, 3. Form, 4. button control, 5. property
- C. 1. True, 2. True, 3. True, 4. False, 5. True
- D. 1. VB, 2. Label Control, 3. BASIC, 4. Form, 5. Back Color
- E. 1. Visual Basic is a high level programming language evolved from the earlier DOS version called BASIC. The program codes in Visual Basic resembles the English language. It is a visual and event driven programming language. It was developed by Microsoft in May, 1991.
2. The Visual Studio 2015 IDE consists of the following components :

**Title Bar** : The Title bar is present at the top of the window and displays the name of the currently opened project. By default, the first project is

named as WindowsApplication1.

**Menu Bar** : Menu bar contains many menu items and sub menus.

3. There are two ways to set the properties of a control.
  - Design time, i.e., you can set the properties at the design time, which is when you are creating your project.
  - Runtime, i.e., you can set the properties of the control at run time, which is while the project is being executed. This can be done by programming.
4. Suppose we wish to display a message on the form by clicking a button present on the form.  
Step 1 : Add a Button control to the form.  
Step 2 : Select the form and make the following changes in the Properties window :
  - Change the Text of the form to Message.
  - Change the background colour of the form.Step 3 : Select the button control.
5. The commonly used controls in Visual Basic are :
  - a. The Label Control
  - b. Text Box Control
  - c. Button
  - d. Message Box

## Chapter-6

- A. 1. a, 2. b, 3. b, 4. c, 5. b
- B. 1. Do, 2. memory, 3. Looping, 4. sequence, 5. If... Then
- C. 1. True, 2. True, 3. False, 4. True, 5. True
- D. 1. 0 to 255, 2. A-Z, 3. Relational, 4. Looping
- E. 1. Declaring Variable means telling the Visual Basic to reserve memory space. A variable can be declared as per following syntax :  
Syntax : Dim<Varname>[as<Datatype>]
  - Dim is the keyword that tells VB that a variable is being declared.
  - <Varname> is the variable name. (Angle brackets<> mean that this has to be provided by the user).
  - As is another keyword that tells VB data type of the variable.
  - And the <datatype> is a legal data type in VB.
  - '[' ] brackets mean the part in it is optional.
2. Operators are special symbols used to perform calculations, make comparisons and check logical conditions in a program.  
Operators can be categorised into different categories.

**Arithmetic Operators :** These operators are used for arithmetic operations.

**Relational Operators :** These operators are used for comparison between two variables or expressions.

### 3. Do While...Loop

It is used to repeatedly execute a set of statement(s), till the specified condition remains true. It stops executing the statements as the condition becomes false.

Syntax : Do While Condition  
Statement(s)  
Loop

### Do Until...Loop

This loop is similar to Do While loop but with a little difference. The keyword UNTIL, means that as long as the comparison test is NOT TRUE, the loop repeats. As soon as it becomes TRUE, the loop terminates.

Syntax : Do Until Condition  
Statement(s)  
Loop

### 4. It is used to repeat a set of statements a fixed number of times.

It uses a counter to count the number of executions.

Syntax : For Counter = Initial Value to Final Value  
Statement(s)  
Next

Example : To accept a number from the user and display its Table

- Create an interface as shown in the figure.
- Write code for the click event of Command Button 1.
- Execute the program and check the output for different numbers.

### 5. An If...Then Statement tests a particular condition; if the condition evaluates to be true, a course-of-action is followed i.e. a statement or set-of-statements is executed. Otherwise, the course-of-action is ignored.

Syntax : If (Boolean expression) Then  
Statement  
End If

If the expression evaluates to be true, the statement is executed, otherwise ignored.

Example :

Obtain the age of a person and then display whether he/she is eligible for voting. (Minimum age for voting is 18 years.)

- Create an interface.
- Open the code window and write the code.
- Execute the program and check the output.

## Chapter-7

A. 1. b, 2. b, 3. b, 4. a

B. 1. viewer, 2. object, 3. classes, 4. It, 5. main

C. 1. True, 2. True, 3. True, 4. False, 5. True

D. 1. 2. Data and code, 3. \*/', 4. Class

E. 1. Objects are important runtime entities in object oriented method. They may characterise a location, a bank account and a table of data or any entry that the program must handle.

Each object holds data and code to operate the data. It is sufficient to identify the type of message received and the type of reply returned by the objects.

2. A class is a blue print from which individual objects are created. Class is a building block of Java. It is a logical way to group together fields that hold values and associated methods that operate on these fields into a single unit.

3. Inheritance means heredity i.e. transfer of some qualities and attributes of parents to their children. Inheritance is a process to derive new classes from already existing classes. Existing class is called super/base/parent class and new class is known as sub/derived/child class.

4. To create a new program :

- Click on the Project menu. Select the New Project option from it.

- We will find the New Project dialog box on the screen. Define the project name, let us say 'My first program', which will store the file for this project. Click on the OK button.

- We will get another screen. Now, click on the New Class option.

- The BlueJ: Create New Class dialog box appears. Define the class name Welcome in the text box. Click OK.

- We will get another screen. The class, named Welcome, is created and its icon appears.

- Double-click on the Welcome class icon. The Program Code window appears.

5. We can make changes in the program anytime. To do so :

- Double-click on the Welcome class icon.

- The program screen will appear. Now, make the changes we want to do.

- Save the changes and recompile the program as discussed earlier.
- If no error reflects on the screen, it means that the changes are correct.
- Now, execute the program.

## Chapter-8

- A.** 1. c, 2. a, 3. c, 4. d, 5. a
- B.** 1. e-book, 2. presentations, 3. streaming, 4. sound, 5.
- C.** 1. True, 2. True, 3. False, 4. True, 5. True
- D.** 1. Multimedia, 2. Science & Technology, 3. Adobe Flash, 4. Amazon Kindle, 5. Adobe In design
- E.** 1. The term media refers to the various tools and processes used to convey information. Multimedia is typically used to mean the combination of text, sound and/or motion video.
2. A Multimedia system has four basic characteristics:
- Multimedia Systems may be computer controlled.
  - Multimedia Systems are integrated.
  - The information they handle must be represented digitally.
  - The interface to the final presentation of media is usually attractive.
3. **1. Advertising :** Advertising has changed a lot over the past couple of decades and this is mainly due to the increased use of the internet in business.
- 2. Education Sector :** In the area of education too, the multimedia has a great importance.
4. **Advantages of Multimedia**
- Realistic Approach : It provides approaches which make learning more realistic.
  - Cost-effective : Multimedia mostly requires only a one-time purchases of devices and software, which can be used unlimited times thereafter.
- Disadvantages of Multimedia**
- Accessibility : Multimedia requires electricity to be operated, which may not be available in some rural areas or may not be consistently available due to shortages and blackouts.
  - Distracting : Multimedia take away the focus from the lesson due to its attention-grabbing formats.
5. Streaming media is video or audio content sent in compressed form over the Internet and played immediately, rather than being saved to the hard drive.
- With streaming media, a user does not have to wait to download a file to play it.

## Chapter-9

- A.** 1. b, 2. a, 3. b, 4. c, 5. d
- B.** 1. Spyware, 2. ethics, 3. viruses, 4. piracy, 5. hacker
- C.** 1. True, 2. False, 3. True, 4. False, 5. True
- D.** 1. Piracy, 2. Copyright, 3. Spam, 4. Ethics
- E.** 1. Those set of moral principles that regulate the use of computers are known as Computer Ethics.
2. Five rules that should be followed while using a compute are as follows :
1. Thou shalt not use a computer to harm other people.
  2. Thou shalt not interfere with other people's computer work.
  3. Thou shalt not snoop around in other people's files.
  4. Thou shalt not use a computer to steal.
  6. Thou shalt not use or copy software for which we have not paid.
3. **a. Cookies :** A cookie is an electronic text file that a website places on your computer when you visit it. It will identify you as a unique user and track your Web usage. Cookies can monitor your visit to a website (tracking how many times you have visited the site, how long you have been in the site, your log-in information on a particular page, etc.).
- b. Cyberbullying :** Cyberbullying is bullying that takes place over digital devices like cell phone, computers and tablets. Cyberbullying can occur through SMS, Text and apps or online in social media, forums or gaming where people can view, participate in or share content.
- c. Phishing :** Phishing is the act of sending an e-mail to a user while falsely claiming to be an established legitimate enterprise.
- d. Spamming :** Spam are unwanted bulk e-mails that come from strange source. Spam are generally sent in large numbers for commercial advertising. In spamming, millions of copies of the same message are sent to e-mail users worldwide.
4. Cybercrime or electronic crime refers to criminal activity where a computer or network is the source, tool, target or place of a crime. Computer crime can be defined as a criminal activity.
5. You know that the property your family has such as a piece of land, that was owned by your father, has now your right and the Intellectual Property Right says that the things you received from your father or forefathers are deceived by you.