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COURSE TITLE: COMPUTER APPRECIATION AND APPLICATION

DEPT: ANIMAL HEALTH AND PRODUCTION TECHNOLOGY

QUESTION 1

a. Definition of a Computer and Its Four Major Functions

A computer is an electronic device that accepts data as input, processes it, stores it, and produces information as output.

Four major functions:

1. Input – Accepts data from devices like keyboard, mouse, scanner.
2. Processing – Performs calculations and operations using the CPU.
3. Output – Displays results through monitor, printer, speakers.
4. Storage – Saves data and information for future use (e.g., hard disk, flash drive).

b. Basic Components of a Computer System

1. Input Devices – Used to enter data (e.g., keyboard, mouse).
2. Central Processing Unit (CPU) – The brain of the computer that processes data.
3. Output Devices – Used to display results (e.g., monitor, printer).
4. Storage Devices – Store data (e.g., hard disk, USB drive).

QUESTION 2

a. Difference Between Hardware and Software

Hardware: Physical parts of a computer you can touch (e.g., keyboard, monitor).

Software: Programs and instructions that tell the computer what to do (e.g., applications,

operating systems).

b. Two Main Types of Software

1. System Software – Controls and manages computer hardware.

Examples: Windows, Linux, macOS

2. Application Software – Helps users perform specific tasks.

Examples: Microsoft Word, Excel, PowerPoint

QUESTION 3

a. Concept of Booting

Booting is the process of starting a computer and loading the operating system into memory.

b. Booting Process (Step-by-Step)

1. Power button is pressed.

2. BIOS/UEFI starts and checks hardware (POST).

3. Boot device (hard disk) is located.

4. Operating system is loaded into RAM.

5. System becomes ready for use.

QUESTION 4

a. Definition of File Management

File management is the process of organizing, storing, retrieving, and handling files on a computer system.

b. Five File Operations and Their Importance

1. Create – Making a new file (stores new information).

2. Open – Accessing a file (to view or edit).

3. Save – Storing changes (prevents data loss).

4. Rename – Changing file name (for easy identification).

5. Delete – Removing unwanted files (frees storage space).

QUESTION 5



a. Applications of Computers in Healthcare / Animal Health

1. Diagnosis – Helps detect diseases using software.
2. Record Keeping – Stores patient/animal health records.
3. Research – Assists in studying diseases and treatments.
4. Monitoring – Tracks animal health and growth.
5. Communication – Enables sharing information between veterinarians.

b. Four Common Computer Problems and Solutions

1. Slow performance

Solution: Delete unused files, install antivirus, upgrade RAM.

2. Virus attack

Solution: Install and update antivirus software.

3. System crash/freezing Solution: Restart computer, update system, check software issues.

4. Hardware failure Solution: Repair or replace faulty components.

