COMPUTER BASICS
Course Code: DCSA 1201

Diploma in Computer Science and Application

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# Computer Basics

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Preface to the Revised Edition

The current edition of the book is revised. The contents of the unit-1 to unit-8 have been brought up-to date. The operating system “Windows-xp” is included in the lesson-3 of the lesson-3 of the unit-7. Content on “DOS” and “Floppy disk” remains unchanged for further reading and acquiring knowledge but other secondary storage like CD, Pen drive has been described in the unit-4. Unit-9 contains “Internet” part and presents www, and internet browsing. Exercise at the end of each lessons have been revised. Answer key of the MCQ and book list for further reading are given at the end of the book.

We are grateful to our tutors and learners for their favorable appreciation of the book. Suggestions for further improvement will be highly appreciated.

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Preface to the First Edition

Today we are in a world that has been heavily dependent on computers. Automation and the use of computers in every area of human endeavour provide the driving force to change the society. Computers are required in management, industry, education, research, information superhighways and so on.

We are in a developing country. We shall have to develop our agriculture, industry, health, education, communication, science, technology, in a word, all the sectors related with our national development. Every where technically skilled manpower is the prime factor. Expertise in computer technology is the urgent need of time. Recently computer education in secondary and higher secondary levels has been introduced in our country. In several youth development programmes of the country, learning of computer programming and data management have also been considered.

In all these programmes mentioned above learning of Computer Basics is very essential. It will provide the fundamental knowledge in computer technology. This book is written in a self learning style of distance education under Open University system. It contains eight units.

Unit 1 presents the introductory concepts of a computer system with its working principles and the basic elements. It provides detail description of types and generations of computers.

Unit 2 discusses the number systems, codes and logic functions. The purpose of this unit is to introduce the basic concepts as a frame of reference for further study in the succeeding units.

Unit 3 focuses on popular and updated microcomputer systems and microprocessors. It gives also the description of arithmetic logic unit and control unit in some detail.

Unit 4 presents the information of input and output devices including latest devices.

Unit 5 considers the organization of computer memory systems. The characteristics of the most important storage technologies are described in this unit.

Unit 6 introduces software and its classifications. Task for developing computer programmes and a brief introduction to some common programming languages are given in this unit.
Unit 7 deals with the operating systems. It introduces functions, types and some popular operating systems for microcomputers.

Unit 8 gives numerous applications of computers and impact of computerization on the society.

At the end of each lesson of the unit there is an exercise. A learner can check his/her understanding of the lesson by answering the questions.
Welcome to CustomGuide: Computer Basics. CustomGuide courseware allows instructors to create and print manuals that contain the specific lessons that best meet their students’ needs. In other words, this book was designed and printed just for you. The computer is a device or a machine made up of several parts or components that allows a user to operate. Learn the basics of computer and improve your skills. Anybody can learn the computer system from home or office or classes, its functions & its operations. Learning a computer is no more a Rocket Science especially computer for beginners. The Computer Fundamentals Tutorial is designed to help people learn all the basics of a computer system. This includes computer definition, functions, generations... Computers have become one of the most essential parts of human life. At present, computers can be easily seen in almost every sector or field even where it is most unexpected. There can be several different reasons why computers are actually required.