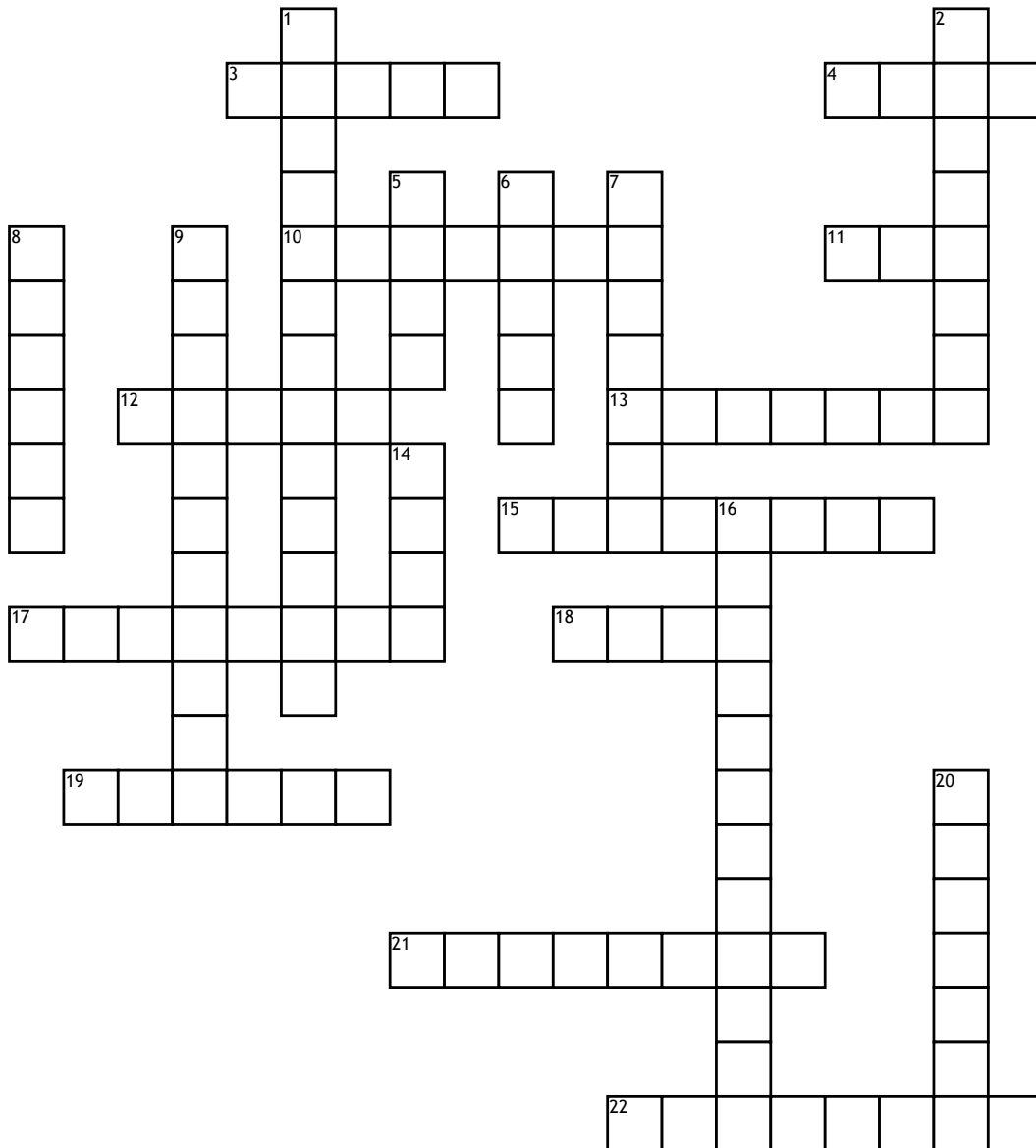Name: _____ Date: _____

Computer Terms Test 1

Across

3. A hand-held device that helps the user move across the flat surface and helps control the pointer on the screen.

4. This is the overall typing speed regardless of how many errors you make.

10. A device that converts output from a computer into a printed image.

11. A plug-and-play interface that allows a computer to communicate with other devices.

12. Occurs when a user presses a button on a mouse which in turn, generates a command to the computer.

13. A term used to describe the process of reverting a computer back to its original configuration or an earlier copy.

15. Are electronic devices that accepts the input of data, processes the data, produces output of data, and then stores the results.

17. A term used to describe the process of closing all programs in preparation to turn off the computer.

18. The process of written data. This option is found in almost all programs commonly under the "file" drop down menu.

19. A screen in a software program that permits the user to view several programs at one time.

21. A piece of paper or papers containing information often used as proof or a record of something.

22. A unit that helps in typing in the words and numbers along and thus communicates with the computer.

Down

1. A program such as Microsoft Word that allows the user to create primarily text documents.

2. A file that contains numerous records that contain numerous fields.

5. A unit for information storage that includes word-processor, spreadsheets, pictures, etc.

6. A term used to describe when a computer loads a software program or when a computer is first booting up.

7. An executable software that contains compiled codes that run directly from the operating system.

8. The process of disconnecting from a network.

9. Complete, self-contained program that performs a specific function.

14. A small picture used to represent a program.

16. A term used to describe a computer software program that has been designed to be easy for all users.

20. Defined as the screen or display unit. Helps in displaying the user interface and programs