

A) Blanks:-

1. system and application
2. operating system
3. input and output
4. Utility
5. Fragmentation

B) True | False

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

C) Select correct option :-

1. System
2. Backup
3. Spreadsheet
4. Specific Purpose Software
5. Defragmentation

E) Answer the following:-

Ans1. A software is a collection of programs that is stored and run on the computer hardware, and helps the users to work on the computer. Software is of two types:-
System software and Application software.

Ans2 An operating system is needed to operate a computer. It controls the overall activities of a computer. It acts as a link between the user and hardware and enables them to work together. Functions of operating system are:-

1. An operating system controls the working of all the input and output devices.
2. It assigns memory to various programs whenever required.
3. It runs the application software like Paint, Word, Powerpoint etc.

Ans 3 Utility software perform specific tasks usually related to managing a computer, its devices or programs. Some utilities helps us to avoid virus attack, take backup of data etc. Antivirus, back up etc. are some of the examples of the utility programs.

Ans 4 Defragmentation is a process to rearrange and consolidate fragmented data into one contiguous area of the disk's free space.

Ans 5 General Purpose software is an application software. These software can perform many tasks to fulfill the general needs of people. Some of the examples of the general purpose application software are MS Word, MS Excel, MS PowerPoint etc.

Ans 6 Sometimes, a hard disk may fail, resulting in the loss of all the files stored in it, so it is important to take backup of your data in routine as backup is the process of creating a copy of the data that you can use for recovery in case your original data is lost or corrupted.

Ans 7 System Software Application Software

- | | |
|---|---|
| 1. It is a type of program installed to control the operations of a computer system and run the application programs. | 1. It is installed as per the requirements of the user. |
| 2. System software includes programs such as compilers, system utilities, debuggers etc. | 2. It includes graphics software, word processor, and spreadsheet programs. |
| 3. System Software can run independently of the application software. | 3. Application software cannot run without the presence of system software. |