Visualizing Technology Complete, 6e (Geoghan) **Chapter 2** Application Software

1) The intersection of a row and a column in a spreadsheet is called a _____. A) text B) cell C) record D) field Answer: B Diff: 1 Objective: 2.1 Identify Types and Uses of Business Productivity Software

2) In addition to performing calculations, ______ organize data that can be sorted and filtered, making the data functional for lists and schedules. A) pie charts B) graphics C) spreadsheets D) documents Answer: C Diff: 2 Objective: 2.1 Identify Types and Uses of Business Productivity Software

3) Which of the following applications is NOT an example of presentation software? A) Sway B) PowerPoint C) Acrobat D) Prezi Answer: C Diff: 3 Objective: 12.1 Describe the System Development Life Cycle 4) A(n) is a single piece of information in a record in a database. A) object B) table C) field D) cell Answer: C Diff: 2 Objective: 2.1 Identify Types and Uses of Business Productivity Software

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5) A(n) ______ contains information about a single entry in a database. A) object B) record C) field D) cell Answer: B Diff: 2 Objective: 2.1 Identify Types and Uses of Business Productivity Software 6) An easy way to enter data into a database, is to use a(n) _____. A) object B) form C) query D) report Answer: B Diff: 2 Objective: 2.1 Identify Types and Uses of Business Productivity Software 7) A ______ enables you to manage your email, calendar, contacts, and tasks—all in one application. A) spreadsheet B) document management system C) personal information manager D) database Answer: C Diff: 2 Objective: 2.1 Identify Types and Uses of Business Productivity Software 8) A(n) _______ allows someone to use software for a monthly or yearly fee. A) retail license B) proprietary software license C) subscription D) open source software license Answer: C Diff: 2 Objective: 2.1 Identify Types and Uses of Business Productivity Software 9) QuickBooks is an example of ______ software. A) financial B) presentation C) spreadsheet D) project management Answer: A Diff: 2 Objective: 2.1 Identify Types and Uses of Business Productivity Software

10) A _____ helps you to complete projects, keep within your budget, stay on schedule, and work with others.

A) personal information manager

B) document management system

C) word processor

D) project management program

Answer: D

Diff: 1

Objective: 2.1 Identify Types and Uses of Business Productivity Software

11) _____ contains the tasks and dates for a project and shows the schedule and progress of the project in a graphic.

A) WordArt

B) A Gantt chart

C) SmartArt

D) A flowchart

Answer: B

Diff: 2

Objective: 2.1 Identify Types and Uses of Business Productivity Software

12) Which of the following applications is NOT part of an office application suite?

A) spreadsheet
B) financial
C) database
D) presentation
Answer: B
Diff: 3
Objective: 2.2 Identify Types and Uses of Personal Software

13) _______ software can be copied, modified, and redistributed without paying a fee.
A) Shareware
B) Open source
C) Trialware
D) Retail
Answer: B
Diff: 2
Objective: 2.2 Identify Types and Uses of Personal Software

14) Which of the following is NOT part of Microsoft Office Online web apps?
A) OneNote
B) Excel
C) Access
D) PowerPoint
Answer: C
Diff: 3
Objective: 2.2 Identify Types and Uses of Personal Software

15) H&R Block is an example of ______ software. A) tax preparation B) education and reference C) spreadsheet D) entertainment Answer: A Diff: 2 Objective: 2.2 Identify Types and Uses of Personal Software 16) A(n) ______ app is a program that can be carried and run from a flash drive. A) cloud B) open source C) online D) portable Answer: D Diff: 2 Objective: 2.2 Identify Types and Uses of Personal Software 17) When you purchase software in a box, reading the ______ is important to know if the software will function properly. A) system requirements B) shareware requirements C) EULA D) SaaS Answer: A Diff: 1 Objective: 2.3 Assess a Computer System for Software Compatibility 18) Jackie bought some financial software at a store in town. More than likely, her new software will be installed to her computer hard drive using which of the following? A) SmartPhone B) DVD C) Flash drive D) SourceWare Answer: B Diff: 1 Objective: 2.3 Assess a Computer System for Software Compatibility 19) Sophia heard about some media software with a free trial download. She thought it would be a good idea to try it before buying. She is using which type of proprietary software? A) Donationware B) Freeware C) Openware D) Shareware Answer: D

Diff: 2

Objective: 2.4 Compare Various Ways of Obtaining Software

20) An End User License Agreement represents which of the following? A) Agreement between the user and the store where the software was purchased B) System requirements needed for downloading the software C) Agreement between the user and the software publisher D) Hardware specifications for the computer Answer: C Diff: 2 **Objective: 2.4 Compare Various Ways of Obtaining Software** 21) can be used at no cost for an unlimited period of time. A) Shareware B) Freeware C) Donationware D) Open source software Answer: B Diff: 2 Objective: 2.4 Compare Various Ways of Obtaining Software 22) ______ is a form of freeware, where the developers accept contributions for themselves or for nonprofit organizations. A) Donationware B) Retail software

C) Malware

D) Open source software

Answer: A

Diff: 2

Objective: 2.4 Compare Various Ways of Obtaining Software

23) The term "cloud" in cloud computing refers to _____. A) extra storage files located on the computer B) free financial software C) websites for creating documents D) the Internet Answer: D Diff: 1 Objective: 2.5 Discuss the Importance of Cloud Computing 24) Which of the following is NOT a cloud service provider? A) Salesforce B) Amazon C) Google D) Intel Answer: D Diff: 3 Objective: 2.5 Discuss the Importance of Cloud Computing

25) Which of the following items below is NOT a cloud service offering? A) Software-as-a-Service (SaaS) B) Platform-as-a-Service (PaaS C) Business-as-a-Service (BaaS) D) Infrastructure-as-a-Service (IaaS) Answer: C Diff: 3 Objective: 2.5 Discuss the Importance of Cloud Computing 26) _____ involves the delivery of applications — web apps — over the Internet. A) Software-as-a-Service (SaaS) B) Programming-as-a-Service (PaaS) C) Business-as-a-Service (BaaS) D) Information-as-a-Service (IaaS) Answer: A Diff: 3 Objective: 2.5 Discuss the Importance of Cloud Computing 27) _____ provides a programming environment to develop, test, and deploy custom web applications. A) Software-as-a-Service (SaaS) B) Platform-as-a-Service (PaaS) C) Business-as-a-Service (BaaS) D) Information-as-a-Service (IaaS) Answer: B Diff: 3 Objective: 2.5 Discuss the Importance of Cloud Computing 28) Which of the following is an example of a personal Software-as-a-Service (SaaS)? A) Intuit Quicken B) Amazon C) Google Drive D) eBay Answer: C Diff: 3 Objective: 2.5 Discuss the Importance of Cloud Computing 29) A(n) ______ is a larger, planned update that addresses multiple problems or adds multiple features. A) service pack B) patch C) upgrade D) hotfix Answer: A Diff: 2 Objective: 2.6 Install, Uninstall, and Update Software

30) Web apps which will run on any device with a supported browser and Internet access are called platform-A) neutral B) dependent C) specific D) apps Answer: A Diff: 2 Objective: 2.6 Install, Uninstall, and Update Software 31) Apache OpenOffice is the standard suite in the business environment for office applications. Answer: FALSE Diff: 1 Objective: 2.1 Identify Types and Uses of Business Productivity Software 32) PowerPoint is an example of presentation software. Answer: TRUE Diff: 2 Objective: 2.1 Identify Types and Uses of Business Productivity Software 33) In a database, a report is used to easily enter data. Answer: FALSE Diff: 1 Objective: 2.1 Identify Types and Uses of Business Productivity Software 34) Apache OpenOffice can open and change documents that may have been created in other programs, like Microsoft Word. Answer: TRUE Diff: 2 Objective: 2.2 Identify Types and Uses of Personal Software 35) Microsoft SharePoint is an example of a document management system (DMS). Answer: TRUE Diff: 2 Objective: 2.2 Identify Types and Uses of Personal Software 36) Microsoft Office Online web apps are full-featured versions of the Microsoft Office applications. Answer: FALSE Diff: 2 Objective: 2.2 Identify Types and Uses of Personal Software 37) System requirements only list hardware specifications for the computer. Answer: FALSE Diff: 2 Objective: 2.3 Assess a Computer System for Software Compatibility

38) Queries allow you to pull out records from a table that meet specific criteria.Answer: TRUEDiff: 2Objective: 2.1 Identify Types and Uses of Business Productivity Software

39) System requirements are the minimum requirements needed to run a program.Answer: TRUEDiff: 1Objective: 2.3 Assess a Computer System for Software Compatibility

40) Jane purchased some financial software at the local office store. She brought it home and installed it on her computer. She actually owns the software program now because she purchased it from a local merchant.Answer: FALSEDiff: 2Objective: 2.4 Compare Various Ways of Obtaining Software

41) Apache OpenOffice is offered for only a small fee based on the number of computers on which you want to install it.Answer: FALSEDiff: 2Objective: 2.4 Compare Various Ways of Obtaining Software

42) Shareware is also referred to as trialware.Answer: TRUEDiff: 2Objective: 2.4 Compare Various Ways of Obtaining Software

43) Proprietary software licensing restricts the user from distributing or duplicating the software.Answer: TRUEDiff: 2Objective: 2.4 Compare Various Ways of Obtaining Software

44) Freeware can be used at no cost for an unlimited period of time.Answer: TRUEDiff: 1Objective: 2.4 Compare Various Ways of Obtaining Software

45) Cloud computing moves storage off your desktop and business hardware and puts it on the Internet.Answer: TRUEDiff: 1Objective: 2.5 Discuss the Importance of Cloud Computing

46) A benefit to cloud service providers is that they can operate from remote places. Answer: TRUE Diff: 1 Objective: 2.5 Discuss the Importance of Cloud Computing 47) Web mail is an example of SaaS. Answer: TRUE Diff: 2 Objective: 2.5 Discuss the Importance of Cloud Computing 48) You can use File Explorer to begin installation of a new software program. Answer: TRUE Diff: 1 Objective: 2.6 Install, Uninstall, and Update Software 49) A bug is a flaw in programming of a software application. Answer: TRUE Diff: 1 Objective: 2.6 Install, Uninstall, and Update Software 50) A hotfix is never included in a service pack; they are only available as separate, stand-alone fixes. Answer: FALSE Diff: 2 Objective: 2.6 Install, Uninstall, and Update Software 51) Installing software updates requires an Internet connection. Answer: TRUE Diff: 2 Objective: 2.6 Install, Uninstall, and Update Software 52) A(n) ______ is an application used to create and revise text documents. Answer: word processor Diff: 1 Objective: 2.1 Identify Types and Uses of Business Productivity Software 53) A(n) ______ is a software application that creates electronic worksheets organized into rows and columns. Answer: spreadsheet Diff: 1 Objective: 2.1 Identify Types and Uses of Business Productivity Software 54) In a database, a person's email address is an example of a(n) . Answer: field Diff: 2 Objective: 2.1 Identify Types and Uses of Business Productivity Software

55) In a database, the combination of the name, address, email, and phone for one person is an example of a(n) . Answer: record Diff: 2 Objective: 2.1 Identify Types and Uses of Business Productivity Software 56) You would use a(n) ______ to manage your email, calendar, contacts, and tasks—all in one place. Answer: PIM; personal information manager Diff: 2 Objective: 2.1 Identify Types and Uses of Business Productivity Software 57) A(n) ______ enables a business to save, share, search, and audit electronic documents. Answer: DMS; document management system Diff: 2 Objective: 2.1 Identify Types and Uses of Business Productivity Software 58) You can copy, modify, and redistribute ______ software without paying a fee. Answer: open source Diff: 2 Objective: 2.2 Identify Types and Uses of Personal Software 59) You would use ______ software to keep track of and play music, TV shows, and videos on your computer. Answer: media management Diff: 2 Objective: 2.2 Identify Types and Uses of Personal Software 60) ______ apps are programs that you can carry and run from a flash drive. Answer: Portable Diff: 2 Objective: 2.2 Identify Types and Uses of Personal Software 61) Bob is installing a new financial software program on his home computer. The program will most likely be installed on the _____ of his computer. Answer: hard drive: hard disk Diff: 2 Objective: 2.3 Assess a Computer System for Software Compatibility 62) EULA stands for _____. Answer: End User License Agreement Diff: 2

Objective: 2.4 Compare Various Ways of Obtaining Software

63) Rajiv purchased some great gaming software and wants to make copies for all of his friends. Rajiv is restricted from making copies of the software for his friends because it has a(n) software license. Answer: proprietary Diff: 2 Objective: 2.4 Compare Various Ways of Obtaining Software 64) Richard just purchased a new computer. During the initial setup, he noticed he was given Microsoft Office. Most likely, this is a free trial for Richard known as Answer: shareware: trialware Diff: 3 Objective: 2.4 Compare Various Ways of Obtaining Software 65) ______ is a form of freeware, where the developers accept contributions for themselves or for nonprofit organizations. Answer: Donationware Diff: 2 Objective: 2.4 Compare Various Ways of Obtaining Software 66) ______ is a type of software that can be used at no cost for an unlimited period of time. Answer: Freeware Diff: 2 **Objective: 2.4 Compare Various Ways of Obtaining Software** 67) ______ software requires the user to pay a fee for it. Answer: Retail Diff: 2 Objective: 2.4 Compare Various Ways of Obtaining Software 68) Amazon and Google deliver cloud services to users and are known as providers. Answer: CSPs; cloud service Diff: 2 Objective: 2.5 Discuss the Importance of Cloud Computing 69) -as-a-Service provides users with a system server offsite, instead of maintaining and purchasing one at the place of business. Answer: Infrastructure Diff: 2 Objective: 2.5 Discuss the Importance of Cloud Computing 70) Jacob checks his email using web mail. Jacob is using the cloud as a(n) -as-a-Service. Answer: Software Diff: 2 Objective: 2.5 Discuss the Importance of Cloud Computing

71) A(n) ______-as-a-Service provides a programming environment in which custom web applications can be developed, tested, and deployed. Answer: Platform Diff: 3 Objective: 2.5 Discuss the Importance of Cloud Computing 72) Instead of purchasing and maintaining their own cloud-based servers, a company could use a(n) _____-as-a-Service provider. Answer: Infrastructure Diff: 3 Objective: 2.5 Discuss the Importance of Cloud Computing 73) A(n) ______ or patch addresses individual problems with software as they are discovered. Answer: hotfix Diff: 2 Objective: 2.6 Install, Uninstall, and Update Software 74) A(n) ______ is a flaw in programming. Answer: bug Diff: 2 Objective: 2.6 Install, Uninstall, and Update Software 75) A(n) ______ a large, planned update that addresses multiple problems or adds multiple features. Answer: service pack Diff: 2 Objective: 2.6 Install, Uninstall, and Update Software 76) Match each of the following applications to its purpose: I. office application suite II. word processor III. database IV. spreadsheet V. personal information manager A. includes several applications that are designed to work together B. handles email, calendar, contacts, and tasks—all in one place C. application used to create, edit, and format text documents D. collects information that is organized in a useful way E. used for budgeting, grade books, and inventory Answer: A, C, D, E, B Diff: 3

Objective: 2.1 Identify Types and Uses of Business Productivity Software

77) Match each of the following terms to its meaning:

- I. cell
- II. field
- III. report
- IV. query
- V. table
- A. single piece of information in a record
- B. pulls out records that meet specific criteria
- C. organization of records
- D. generated to display selected information
- E. intersection of a row and column
- Answer: E, A, D, B, C

Diff: 2

Objective: 2.1 Identify Types and Uses of Business Productivity Software

78) Match each of the following terms to its meaning:

- I. bug
- II. hotfix
- III. service pack
- IV. cloud
- V. open source
- A. programming flaw
- B. addresses individual problems as they are discovered
- C. code is that is published and made available to the public
- D. planned update that addresses multiple problems
- E. refers to the Internet
- Answer: A, B, D, E, C

Diff: 3

Objective: Multiple objectives in the chapter

79) Match each of the following terms to its example:

- I. database management
- II. media management
- III. photo editing software
- IV. cloud service provider
- V. presentation software
- A. Keynote
- B. Access
- C. iTunes
- D. Picasa
- E. Google

Answer: B, C, D, E, A

Diff: 3

Objective: Multiple objectives in the chapter

80) Match each of the following terms to its meaning:

- I. proprietary software
- II. open source software
- III. donationware
- IV. shareware
- V. retail software
- A. software offered in trial form or for a limited period
- B. end user has the right to modify and redistribute the software
- C. software for which developers accept contributions for themselves or nonprofit organizations
- D. user pays a fee to use the software
- E. ownership remains with the software publisher
- Answer: E, B, C, A, D

Diff: 2

Objective: 2.4 Compare Various Ways of Obtaining Software