

# COMPUTER APPS [Armato]

## Final Exam Study Sheet

Test is Mon, June 15<sup>th</sup>

- I. Hardware
  - a. Computer
    - i. Motherboard
    - ii. Power supply
    - iii. Disk drives
      1. Hard Disk
      2. USB Flash "drive"
      3. Network drive
      4. Optical (CD/DVD)
    - iv. CPU
    - v. RAM
    - vi. Expansion slots/cards
  - b. Peripherals
    - i. Input
      1. Mouse
      2. Keyboard
      3. Scanner
      4. Microphone
    - ii. Output
      1. Monitor
      2. Speakers
      3. Printer
  - c. Digital Camera
    - i. Megapixels
    - ii. Data Storage
    - iii. Connection/retrieving images
2. Software
  - a. Operating System
    - i. Windows
    - ii. Unix
    - iii. Mac
    - iv. Interface (GUI)
      1. Desktop
      2. Icon
      3. Menu bar
      4. Title bar
      5. Window
      6. Button
      7. Pull-down menu
      8. Scroll bar
      9. Cursor
      10. Text field
  - b. Files
    - i. Application/Program
    - ii. Document
  - c. Folder
3. Concepts
  - a. Memory vs. Storage
  - b. Local vs. Network
  - c. Digital vs. Analog
  - d. Linking vs. Embedding
  - e. Close vs. Quit
  - f. Raster vs. Vector
  - g. Print Resolution vs. Screen Resolution
  - h. CMYK vs. RGB
4. Other terminology
  - a. Modem
  - b. PC
  - c. Mac
  - d. Reading
  - e. Writing/burning
  - f. Open/Save/Copy
  - g. Drag & Drop
  - h. Click/Double Click
  - i. Giga/Mega/Kilo/byte
  - j. Pixel
  - k. HTML, WWW
5. Applications
  - a. vector illustration / Adobe Illustrator
    - i. object
    - ii. font
    - iii. point/node
    - iv. lines
    - v. Bezier curves & Handles
  - b. raster image manipulation / Photoshop
    - i. selections
    - ii. layers
    - iii. pixels & resolution
  - c. word processing / MS Word
  - d. spreadsheets / Excel
    - i. columns, rows, cells
    - ii. calculations & formulas
    - iii. worksheets & workbook
    - iv. VisiCalc
  - e. page layout / Adobe InDesign
    - i. Text and Picture Frames
    - ii. Multiple pages & typographic controls
    - iii. Text Wrap
    - iv. Linking text frames
    - v. Packaging
6. File Formats
  - a. vector
    - i. .ai .eps
  - b. raster
    - i. .tif .jpg .gif .psd .png
  - c. other
    - i. .doc .txt .xls .indd