

***Fluency with Information Technology 7th edition
Snyder Test Bank***

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TRUE/FALSE. Write 'T' if the statement is true and 'F' if the statement is false.

- 1) Feedback is an indication that either the computer is still working fine or has completed a request. 1) _____
- 2) When a computer operation can predict approximately how much time it will need to complete that operation, applications typically show an hourglass icon. 2) _____
- 3) One way product developers minimize learning time for users is to create controls that match the user's expectations, such as using sliders and dials. 3) _____
- 4) When an operation is processing a series of inputs, the *completion count* gives the tally of the completed instances or, equivalently, the number of instances remaining. 4) _____
- 5) Applications, especially those from the same vendor such as Microsoft, Google, or Apple, are normally consistent. 5) _____
- 6) The primary reason for consistency across computer applications is that certain operations are fundamental to processing information, regardless of the specific application. 6) _____
- 7) All digital information is grouped into types based on the number of binary digits needed to represent the information. 7) _____
- 8) Finding errors in software is much easier than diagnosing the cause of those errors. 8) _____
- 9) When you install a new app, you should immediately and intuitively perform two activities which are *clicking around* and *blazing away*. 9) _____
- 10) Relying on 0s and 1s in representing digital information results in a great disadvantage in creating reproductions. 10) _____
- 11) Perfect reproduction is a property of analog information. 11) _____
- 12) The placeholder technique is used to protect part of the text that you don't want to tamper with when using Find/ReplaceAll (F/RA). 12) _____
- 13) Many desktop applications, regardless of vendor, share some basic features, such as a *File* menu and an *Edit* menu, and the items within these menus normally include the same operations. 13) _____
- 14) The Alto personal computer, created by the Xerox Palo Alto Research Center (PARC) was the first computer with a Graphical User Interface (GUI). 14) _____
- 15) Because Xerox's Alto was targeted for office workers, the metaphor that PARC researchers chose for the GUI was a desktop. 15) _____

- 16) Following the introduction of the Apple Macintosh and Microsoft Windows, the desktop metaphor became the universal way most people thought of using a computer. 16) _____
- 17) Apple invented the mouse and the Macintosh first introduced mouse technology to the public. 17) _____
- 18) The placeholder technique is a two-step process: hide and restore. 18) _____
- 19) Metaphors are essential to computer usage because they guide us as we learn and use software. 19) _____
- 20) Mobile devices have abandoned the desktop metaphor in favor of the contact metaphor. 20) _____

MULTIPLE CHOICE. Choose the one alternative that best completes the statement or answers the question.

- 21) Using only 1s and 0s means the information can be perfectly 21) _____
A) consistent B) converted to any home appliance
C) converted to a placeholder D) reproduced
- 22) Exiting and relaunching an application after making a mistake is called 22) _____
A) a system interrupt B) a shutdown
C) a fatal abort D) getting out and getting back in
- 23) Perfect reproduction is a property of 23) _____
A) target information B) analog information
C) digital information D) source information
- 24) Placeholders can be inserted throughout your work for long, commonly occurring phrases, and the 24) _____
placeholders can later be changed easily by using
A) Copy/Paste (C/P) B) metaphors
C) Copy/Paste/Edit (C/P/E) D) Find/ReplaceAll (F/RA)
- 25) A structure without any properties or content is 25) _____
A) an instance B) a record C) information D) a shortcut
- 26) Which of the following GUI metaphors features file cabinets and wastebaskets as typical 26) _____
components?
A) the touch metaphor B) the Windows metaphor
C) the office metaphor D) the desktop metaphor
- 27) The mouse was invented by 27) _____
A) Bill Gates at Microsoft
B) Aung San Suu Kyi in Burma
C) Steve Jobs and Steve Wozniak at Apple
D) Douglas Engelbart and others at the Stanford Research Institute
- 28) A familiar example of the touch metaphor is 28) _____
A) a standard keyboard entry B) the Cover Flow mechanism
C) a mouse click selection D) All of these

- 29) The gesture described as a quick sweep with the finger leaving the surface is known as a _____
A) drag B) sweep or swipe C) tab D) flick
- 30) The gesture that is typically used to launch an application is a _____
A) two-finger sweep B) double tap
C) flick D) drag
- 31) Which of the following is NOT an advantage of using Copy/Paste/Edit? _____
A) It allows the user to recreate the formatting from scratch.
B) It is fast.
C) It works well if the copied content is mostly similar to the desired final content.
D) It is more accurate.
- 32) In relation to Copy/Paste/Edit, which of the following terms refers to information before it is transformed or edited? _____
A) source value B) target value C) final value D) original value
- 33) In relation to Copy/Paste/Edit, which of the following terms refers to the intended result of transforming or editing information? _____
A) source value B) original value C) target value D) final value
- 34) The *New* and *Open* commands are normally located on the _____
A) Shortcut menu B) Edit menu C) Main menu D) File menu
- 35) When editing, which method allows the user to reproduce content from another location? _____
A) Copy/Paste (C/P) B) Go To
C) typing or drawing the content D) Find/ReplaceAll (F/RA)
- 36) The first successful personal computer with a GUI was the _____
A) Apple iPhone B) Apple Macintosh
C) Xerox PARC D) PC running Microsoft Windows
- 37) Which of the following can accurately complete the sentence shown below? _____
The touch metaphor is truly a new metaphor because it
A) represents the screen differently with content moved around
B) enables simple navigation techniques
C) replaces the mouse with a touch-sensitive screen
D) means different things to different people
- 38) Select all that apply. Which of the following is(are) TRUE about applying the placeholder technique? _____
A) You replace the placeholder with the original text.
B) You use F/RA to make corrections.
C) You replace all correct text sequences with a placeholder.
D) You must use the hashtag symbol (#) to mark all text that you want to correct.

- 39) Select all that apply. Which of the following is an example of the computer providing feedback to the user? 39) _____
- A) The cursor changes to indicate an operation is in progress.
 - B) Editing changes become visible on the screen.
 - C) The user uses a keyboard shortcut like CTRL-S.
 - D) A progress bar shows how much of the work is done.
- 40) Select all that apply. Which of the following can accurately complete the sentence shown below? 40) _____
- The placeholder technique
- A) begins by identifying all uppercase letters in a document
 - B) requires the use of the hashtag (#)
 - C) uses a unique token as the placeholder
 - D) involves a triple substitution using Find/Replace
- 41) Select all that apply. Which of the following can accurately complete the sentence shown below? 41) _____
- Various programs running on the same computer have consistent commands and interface behavior
- A) because PCs are limited by the number of commands that can be used in a program
 - B) because software companies tend to reuse the code
 - C) so what you learn about one application can be reused in another
 - D) because of the limited functions a PC can perform

SHORT ANSWER. Write the word or phrase that best completes each statement or answers the question.

- 42) _____ is information encoded as a sequence of the binary digits, 0 and 1. 42) _____
- 43) _____ information comes from or is stored on a continuously variable medium. 43) _____
- 44) _____ refers to exploring the user interface in order to learn more about it. 44) _____
- 45) Trying out new or unfamiliar features without a clear idea of what they will do is called _____. 45) _____
- 46) Digital recordings can be reproduced completely without _____. 46) _____
- 47) Any piece of information of a particular type is called a(n) _____ of that type. 47) _____
- 48) With _____ information, encoding required that all original work had to be kept as a *master* from which copies were made for the public. 48) _____
- 49) The _____ is a searching algorithm in which blocks of text are temporarily replaced with a special character or characters to protect them from change by other substitution commands. 49) _____
- 50) When using Windows applications, Ctrl+C (^C) is the shortcut for the _____ command. 50) _____
- 51) A(n) _____ is an icon, image, or concept used to represent or symbolize a computation. 51) _____
- 52) The _____ metaphor imagines moving information by pushing it with a finger. 52) _____

53) The _____ command will create a blank instance.

53) _____

Answer Key

Testname: UNTITLED33

- 1) TRUE
- 2) FALSE
- 3) TRUE
- 4) TRUE
- 5) TRUE
- 6) TRUE
- 7) FALSE
- 8) TRUE
- 9) TRUE
- 10) FALSE
- 11) FALSE
- 12) TRUE
- 13) TRUE
- 14) TRUE
- 15) TRUE
- 16) TRUE
- 17) FALSE
- 18) FALSE
- 19) TRUE
- 20) FALSE
- 21) D
- 22) D
- 23) C
- 24) D
- 25) A
- 26) D
- 27) D
- 28) B
- 29) D
- 30) B
- 31) A
- 32) A
- 33) C
- 34) D
- 35) A
- 36) B
- 37) A
- 38) A, B, C
- 39) A, B, D
- 40) C, D
- 41) B, C
- 42) Digital information
- 43) Analog
- 44) Clicking around
- 45) blazing away
- 46) error
- 47) instance
- 48) analog
- 49) placeholder technique
- 50) copy

Answer Key

Testname: UNTITLED33

51) metaphor

52) touch

53) New