

Technology In Action, Complete, 14e (Evans et al.)

Chapter 4 Application Software: Programs That Let You Work and Play

- 1) _____ software helps run the computer and coordinates instructions between other software and the hardware devices.
 - A) Application
 - B) Recovery
 - C) Productivity
 - D) System

- 2) _____ applications are software in which the vendor hosts the software online over the Internet and you do not to install the software on your computer.
 - A) Open Source as a Service
 - B) Platform as a Service
 - C) Software as a Service
 - D) Infrastructure as a Service

- 3) Using applications on smartphones and tablets to buy and sell products is known as _____ commerce.
 - A) smart
 - B) remote
 - C) mobile
 - D) web

- 4) Which of the following is NOT a type of a productivity software application?
 - A) Image editing
 - B) Word processing
 - C) Personal information management
 - D) Spreadsheet

- 5) Which of these is NOT a factor to consider when upgrading software?
 - A) What patches are applied to your current version?
 - B) Do you use the software frequently enough?
 - C) Is the new upgrade stable?
 - D) Is the upgrade sufficiently different?

- 6) LibreOffice is an example of a(n) _____ productivity software package.
 - A) open source
 - B) system
 - C) online
 - D) proprietary

- 7) Which is true about web-based application software?
 - A) It is always free.
 - B) It is installed by the computer manufacturer.
 - C) It is stored completely on a web server instead of your hard drive.
 - D) It does not need an Internet connection.

- 8) All of the following are examples of software packages EXCEPT _____.
- A) Microsoft Office 2016
 - B) LibreOffice
 - C) Apple iWork
 - D) Microsoft OneNote
- 9) The appropriate software to use for creating research papers is _____ software.
- A) spreadsheet
 - B) presentation
 - C) word processing
 - D) database
- 10) _____ software lets you perform calculations and numerical analyses.
- A) Presentation
 - B) Personal information manager
 - C) Word processing
 - D) Spreadsheet
- 11) When using a spreadsheet, the expression $=D8-D17$ is called a _____.
- A) function
 - B) range
 - C) formula
 - D) cell
- 12) When using a spreadsheet, SUM in the expression $=SUM(B10:B16)$, is called a(n) _____.
- A) function
 - B) operator
 - C) formula
 - D) operand
- 13) The box formed by the intersection of a row and column in a spreadsheet program is known as a _____.
- A) label
 - B) formula
 - C) function
 - D) cell
- 14) All of the following are tips for a great presentation EXCEPT _____.
- A) limit bullet points per slide to 4-6
 - B) use images to convey a thought or illustrate a point
 - C) use a variety of animations on most slides to keep your audience's attention
 - D) keep the font size large enough to be read from the back of the room

- 15) In databases, a data category is called a _____.
- A) table
 - B) record
 - C) worksheet
 - D) field
- 16) All of the following are examples of database software EXCEPT _____.
- A) Oracle
 - B) OneNote
 - C) MySQL
 - D) Microsoft Access
- 17) _____ software helps you manage e-mail, contacts, calendars, and tasks in the same application.
- A) Note-taking
 - B) Personal information manager
 - C) Spreadsheet
 - D) Presentation
- 18) Adobe InDesign is an example of _____ software.
- A) image-editing
 - B) presentation
 - C) desktop publishing
 - D) video-editing
- 19) QuickBooks is an example of _____ software.
- A) educational
 - B) accounting
 - C) course management
 - D) gaming
- 20) Dreamweaver is an example of _____ software.
- A) desktop publishing
 - B) accounting
 - C) course management
 - D) web authoring
- 21) Software that manages "back office" functions such as billing, production, inventory management, and human resources management is called _____ software.
- A) accounting
 - B) enterprise resource planning
 - C) project management
 - D) customer relationship management

- 22) All of the following are types of multimedia and entertainment software EXCEPT _____.
- A) digital audio editing software
 - B) digital video editing software
 - C) drawing software
 - D) productivity software
- 23) Computer-aided design software is used by _____.
- A) architects and engineers to create virtual models
 - B) web designers to create websites
 - C) project managers to track tasks
 - D) game makers to create games
- 24) Software designed specifically for managing real estate is an example of _____ software.
- A) e-commerce
 - B) general business
 - C) project management
 - D) vertical market
- 25) Multimedia software includes all of the following EXCEPT _____.
- A) image-editing software
 - B) animation software
 - C) utility software
 - D) audio-editing software
- 26) To remove red eye from a digital image, you would use software such as _____.
- A) Adobe Photoshop
 - B) Adobe Acrobat
 - C) Microsoft PowerPoint
 - D) Apple Keynote
- 27) Which of the following is the most common audio compression format?
- A) WAV
 - B) AU
 - C) MP3
 - D) WMA
- 28) Blackboard is an example of _____ software.
- A) utility
 - B) drawing
 - C) course management
 - D) gaming

29) A(n) _____ software installation copies all the most commonly used files to your computer's hard drive.

- A) full
- B) upgrade
- C) custom
- D) beta

30) A(n) _____ software installation enables you to decide which features you want to install on the hard drive.

- A) full
- B) partial
- C) custom
- D) upgrade

31) Unwanted or unneeded software included by manufacturers on new computers is called _____.

- A) adware
- B) bloatware
- C) malware
- D) shareware