

# COMPUTER

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## Secure and Conscientious Computer Usage

### Short Questions, Answers, and Definitions

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#### Section 11.1: Responsible Computer Usage

1. **Q: What does “responsible computer usage” mean?**  
**A:** Responsible computer usage means using computers carefully and respectfully. It includes choosing the right hardware and software, protecting your data, and behaving properly online.
  2. **Q: What is the difference between hardware and software?**  
**A:** Hardware is the physical part of a computer (like keyboard, monitor, and CPU), while software is the program or app that runs on the computer (like Word, games, or antivirus).
  3. **Q: Why is it important to choose the right hardware and software?**  
**A:** The right hardware and software improve safety, speed, and compatibility. For example, updated antivirus software protects from viruses, and suitable hardware helps the computer work faster.
  4. **Definition: Compatibility**  
**A:** Compatibility means that the software and hardware can work well together.
  5. **Q: What can happen if you use outdated software?**  
**A:** It can make your computer slow, unsafe, or easy to attack by hackers or viruses.
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#### Section 11.2: Safe and Secure Operation of Digital Platforms

6. **Q: What is safe operation of digital platforms?**  
**A:** Safe operation means using devices and platforms in a way that protects your personal information and avoids harm.
7. **Q: What makes a password strong?**  
**A:** A strong password has letters, numbers, and symbols, like “B3tt3rP@ssw0rd!”.
8. **Q: Why should software be updated regularly?**  
**A:** Updates fix security problems and keep your device safe from new threats.
9. **Q: What is malware?**  
**A:** Malware is harmful software that can damage your device or steal your information.
10. **Q: What are privacy settings?**  
**A:** Privacy settings let you control who can see your personal info on apps or websites.

**11. Definition: Two-Factor Authentication (2FA)**

**A:** A method that requires two steps to log in (like a password and a code on your phone) for extra security.

**12. Q: Why should you avoid using public Wi-Fi for online banking?**

**A:** Public Wi-Fi is less secure and can be easily hacked, which puts your personal data at risk.

**13. Q: What is a phishing email?**

**A:** A phishing email looks like it's from a real company but tries to trick you into giving personal information.

**14. Q: Why is backing up your data important?**

**A:** It protects your files in case your device is lost or damaged.

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**Section 11.3: Best Practices in Online Behavior****15. Q: What is responsible use of social media?**

**A:** It means not sharing private info, being respectful, and thinking before posting.

**16. Q: What should you do before opening emails from unknown senders?**

**A:** Be cautious—they may contain harmful links or files.

**17. Q: How can you stay safe when using cloud services?**

**A:** Use strong passwords and don't store sensitive information without protection.

**18. Definition: Cloud Services**

**A:** Online storage platforms like Google Drive or Dropbox that store and share files.

**19. Q: Why should you download apps only from trusted sources?**

**A:** Trusted sources reduce the risk of downloading harmful software.

**20. Q: What is the purpose of privacy settings on social media?**

**A:** To control who can view your posts and personal information.

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**Section 11.4: Legal and Ethical Frameworks****21. Q: What are privacy laws?**

**A:** Government rules that protect your personal data and prevent misuse by companies.

**22. Q: What happens if someone accesses your data without permission?**

**A:** It is illegal and called unauthorized access. It can lead to identity theft or fraud.

**23. Definition: Data Ethics**

**A:** The moral rules for collecting, storing, and sharing data fairly and responsibly.

**24. Q: What is informed consent in data usage?**

**A:** It means asking someone's permission before collecting their data.

**25. Q: What is data minimization?**

**A:** Collecting only the data you truly need, not unnecessary personal information.

**26. Q: Why is accountability important in data handling?**

**A:** If something goes wrong, the organization must take responsibility and fix the problem.

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### Section 11.5: Intellectual Property Rights

**27. Q: What is copyright?**

**A:** A legal right that gives the creator control over how their work is used or shared.

**28. Q: What is a trademark?**

**A:** A symbol, word, or logo that identifies a company or product, like the Nike swoosh.

**29. Q: What is a patent?**

**A:** A legal protection for new inventions that stops others from copying or selling them.

**30. Q: What is software piracy?**

**A:** Using or sharing software without permission or a license. It is illegal.

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### Section 11.6: Responsible Internet Use

**31. Q: What is responsible internet use?**

**A:** Using the internet safely, balancing online time, and protecting your personal data.

**32. Q: How can you check if online information is reliable?**

**A:** Cross-check with trusted websites, avoid sensational headlines, and check the source.

**33. Q: What is private browsing?**

**A:** A mode in browsers that does not save your search history or personal info.

**34. Q: What is internet addiction?**

**A:** Spending so much time online that it affects your daily life and health.

**35. Q: How can you prevent internet addiction?**

**A:** Set time limits, take breaks, and enjoy offline activities like reading or sports.

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### Section 11.7: Impact of Computing on Society

**36. Q: How does computing impact the environment?**

**A:** E-waste and high electricity usage can harm the environment.

**37. Q: What is the ethical impact of computing?**

**A:** It raises questions about using technology fairly and respecting others' rights.

**38. Q: How does computing affect global trade?**

**A:** It makes buying and selling products worldwide faster and easier.

**39. Q: What is the cultural impact of computing?**

**A:** It helps people share and learn about different cultures through online platforms.

**40. Q: What are the risks of social networking?**

**A:** It can spread false information, cause cyberbullying, and affect mental health.

41. **Q: What are the trade-offs between privacy, security, and usability?**

**A:** Strong security can reduce ease of use. A good system should balance safety and convenience.

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