NZCC Computer Fundamentals Assessment Form 2 (Software)

LO1: Identify the types and purpose of common computing hardware, software and terminology to assist with choosing the right tool for the task

To fill in the form follow this instruction:



## Please fill in this section:

Key your Name / or Student ID here: Click here to enter text.

Save your document to your  folder. (If you have not already created this folder, do it now)

**Assessment Conditions:**

* The documents produced during this assessment must be entirely your own work. You signed and returned to EIT an Attestation Form.
* When completing this assessment you must comply with occupational health and safety guidelines in relation to your own working environment and practices.
* This is an open book assignment. Use of workbooks and powerpoint presentations is allowed. No printing is required.
* Your document must be emailed in as per instructions at the end of the assignment.
* Any feedback will be phoned or emailed from [nzcc2@eit.ac.nz](mailto:nzcc2@eit.ac.nz)
* Your Assessment Decision will also be phoned or emailed from [nzcc2@eit.ac.nz](mailto:nzcc2@eit.ac.nz)

Go to the next page to begin your assignment

Use the Study Notes and PowerPoint presentations to help you fill in the assignment.

**Question 1**

Identify the purpose of system software by keying your answers into the following:

|  |  |
| --- | --- |
| **G** | Click here to enter text. |
| **I** | Click here to enter text. |
| **R** | Click here to enter text. |
| **L** | Click here to enter text. |

**Question 2**

|  |  |
| --- | --- |
| Key **Yes** beside examples of  **current System Software** | **Tick if the system software is a Mobile operating system** |
| **Microsoft Word** – Click here to enter text. |  |
| **Windows 10** – Click here to enter text. |  |
| **Android** –Click here to enter text. |  |
| **Microsoft Excel** – Click here to enter text. |  |
| **Unix**– Click here to enter text. |  |
| **MacIntosh** – Click here to enter text. |  |
| **Microsoft Office** – Click here to enter text. |  |
| **iOS**  – Click here to enter text. |  |
| **Google Chrome** –Click here to enter text. |  |

**Question 3**

Read the outputs (type of material produced) and purpose (what the software specifically does) of the application software programs listed below. Look at the application software icons and key the number of the application software icon that best matches the output & purpose in the space provided.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |

|  |  |
| --- | --- |
| **Output & purpose of the Application Software program** | **Key Number here** |
| Choose this software to edit digitized images. Can crop, resize, lighten and rotate images. | Click here to enter text. |
| Choose this software to record facts. Produces forms, formatted reports for management showing specific data based on queries. | Click here to enter text. |
| Choose this software to produce number based material eg financial planning and budget updating. This software uses formulae and calculations. | Click here to enter text. |
| Choose this software for text based documents. Create, edit, format and print documents. | Click here to enter text. |
| Choose this software to present text and graphics with balanced layout to communicate a message. | Click here to enter text. |
| Choose this software to communicate with other computer users. Or use Calendar for good time management. | Click here to enter text. |
| Choose this software because it allows you to find or browse web sites and allows you to view web pages | Click here to enter text. |

**Question 4**

Application software is programs that make computers perform specific tasks. Write the name of one Application Program for **each** of the specific tasks below

|  |  |
| --- | --- |
| **Specific task** | **Key Application name** |
| Marketing a new product | Click here to enter text. |
| Sending emails | Click here to enter text. |
| Creating an incredibly complex art work | Click here to enter text. |

**Question 5**

Show how the system software and application software **interact** (or how they work together) by completing the phrase below:

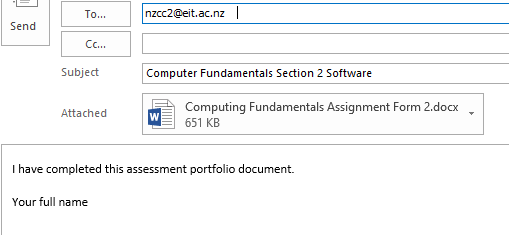
|  |  |
| --- | --- |
| **C** | Click here to enter text. |
| **A** | Click here to enter text. |
| **S** | Click here to enter text. |

**and directs**

|  |  |
| --- | --- |
| **H** | Click here to enter text. |

#### At completion of form 2:

* Check that you have keyed your name on the front page.
* Save and close this document.
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  Subject line: Computer Fundamentals Section 2 Software  
  Attachment: Computer Fundamentals Assignment Form 2.docx   
  Message to be as shown below including your full name.



* Any feedback will be emailed to you from [nzcc2@eit.ac.nz](mailto:nzcc2@eit.ac.nz)
* Your Assessment Decision will also be emailed to you from [nzcc2@eit.ac.nz](mailto:nzcc2@eit.ac.nz)

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