Computer Terms

1. A temporary storage area used when you copy or cut data.

2. The area on your computer screen where you can arrange objects such as icons, folders, and files so you can access them quickly.

3. When a window is Minimized, it reduces the window to a button on the Taskbar.

4. A type of data storage (temporarily stores data) used in computers that is generally located on the motherboard.

5. Is a copy of a note sent to an addressee other than the main addressee.

6. Sometimes referred to as storage devices.

7. The button on the title bar of all Windows workstation windows that enables you to close a window quickly.

8. An object used to store electronic information such as text, pictures, or sounds.

9. When a window is Maximized the window fills all available screen area. The Maximize button on the screen toggles between Maximize and Restore.

10. Allows the sender of a message to conceal the person entered in the Bcc: field from the other recipients.

11. PC's connected inside the same building.

12. Is meant for permanent storage.

13. A data file created in any Windows application and stored in a folder.

14. This network is composed of sites across distances and connected via phone lines.

15. A folder that brings together all of the command, control, and configuration functions of your computer and enables you to customize them to suit your preferences.

16. Two or more computers connected to each other in order to share resources such as printers, files, or programs.

17. A unique name identifying a user on a computer system.

A. Document

B. Hard Disk

C. Local Area Network

D. Blind Copy

E. RAM

F. Read Only Memory

G. Disk Drive

H. Maximize

I. Carbon Copy

J. Close Button

K. My Computer Icon

L. Desktop

M. Network

N. Username

O. Clipboard

P. Minimize

Q. Control Panel

18. The object that holds the contents of all the items on your computer, including disk drives, programs, folders, and files.

R. Wide Area Network

19. The fixed disk contained within the computer used to permanently store information.

S. File