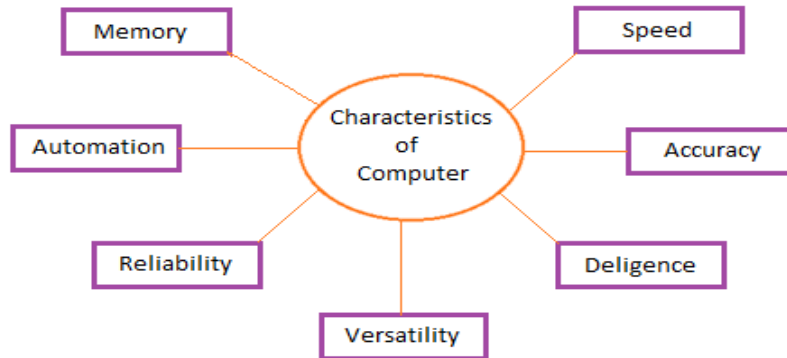


## INTRODUCTION TO INFORMATION TECHNOLOGY

A computer is an electronic device that manipulates information, or data. It has the ability to **store, retrieve, and process** data. You may already know that you can use a computer to **type documents, send email, play games, and browse the Web**. You can also use it to edit or create **spreadsheets, presentations, and even videos**.

### Characteristics of a computer:

The characteristics of the computer system are as follows –



### **Speed**

A computer works with much higher speed and accuracy compared to humans while performing mathematical calculations. Computers can process millions (1,000,000) of instructions per second. The time taken by computers for their operations is microseconds and nanoseconds.

### **Accuracy**

Computers perform calculations with 100% accuracy. Errors may occur due to data inconsistency or inaccuracy.

### **Diligence**

A computer can perform millions of tasks or calculations with the same consistency and accuracy. It doesn't feel any fatigue or lack of concentration. Its memory also makes it superior to that of human beings.

### **Versatility**

Versatility refers to the capability of a computer to perform different kinds of works with same accuracy and efficiency.

## Reliability

A computer is reliable as it gives consistent result for similar set of data i.e., if we give same set of input any number of times, we will get the same result.

## Automation

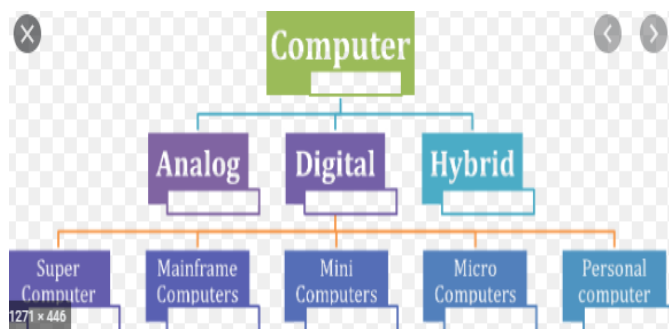
Computer performs all the tasks automatically i.e. it performs tasks without manual intervention.

## Memory

A computer has built-in memory called primary memory where it stores data. Secondary storage are removable devices such as CDs, pen drives, etc., which are also used to store data.

## Classification of computers:

computers are either general purpose or specific purpose. **General purpose computers** are designed to perform a range of tasks. They have the ability to store numerous programs, but lack in speed and efficiency. **Specific purpose computers** are designed to handle a specific problem or to perform a specific task. A set of instructions is built into the machine.



## Analog computers

The analog computers represent data in the form of continuous electrical signals having a specific magnitude. These computers are very fast in their operations to be carried out at the same time. They are a powerful tool to solve differential equations.

## Digital Computers

The digital computer is also known as the digital information processing system, is a type of computer that stores and processes data in the digital form. Therefore each type of data is usually stored in these computers in terms of 0s and 1s. The output produced by these computers is also in the digital form.

## Hybrid Computers

The hybrid computer is a combination of analog computer and digital computer because it encompasses the

best features of both these computers. Therefore the hardware components of hybrid computers are usually the mixture of analog and digital components. The hybrid computer is also less expensive than the digital computers.

### **Microcomputers**

A microcomputer is a small and cheap digital computer that is designed to be used by individuals. It is built around a microprocessor, a storage unit, and an I/o channel. The microcomputers are generally in the form of PCs, workstations and notebook computers.

### **Mini computers**

A minicomputer was first introduced in the year 1960 by Digital Equipment Corporations(DEC). They were called minicomputers because of their smaller size than the other computers of those time.

### **Mainframe computers**

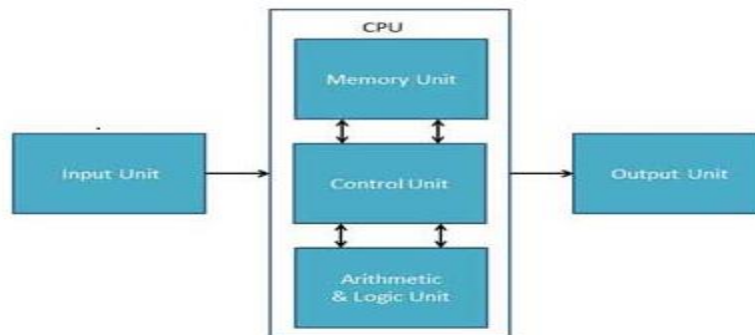
A mainframe computer is a very large computer that is employed by the large business organization for handling major applications such as financial transaction processing.

---

### **Super computers**

A super computer is the fastest type of computers that can perform complex operations at a very high speed. The super computer was first presented in the year 1960s by Seymour Cray at Control Data Corporation(CDC). They are more expansive than the other categories of computers.

### **Basic Anatomy of the computer:**



### **Input Unit**

This unit contains devices with the help of which we enter data into the computer. This unit creates a link between the user and the computer. The input devices translate the information into a form understandable by the computer.

### **CPU (Central Processing Unit)**

CPU is considered as the brain of the computer. CPU performs all types of data processing operations. It stores data, intermediate results, and instructions (program). It controls the operation of all parts of the computer.

CPU itself has the following three components –

- ALU (Arithmetic Logic Unit)
- Memory Unit
- Control Unit

### **Memory or Storage Unit**

This unit can store instructions, data, and intermediate results. This unit supplies information to other units of the computer when needed. It is also known as internal storage unit or the main memory or the primary storage or Random Access Memory (RAM).

Its size affects speed, power, and capability. Primary memory and secondary memory are two types of memories in the computer. Functions of the memory unit are –

- It stores all the data and the instructions required for processing.
- It stores intermediate results of processing.
- It stores the final results of processing before these results are released to an output device.
- All inputs and outputs are transmitted through the main memory.

### **Control Unit**

This unit controls the operations of all parts of the computer but does not carry out any actual data processing operations.

Functions of this unit are –

- It is responsible for controlling the transfer of data and instructions among other units of a computer.
- It manages and coordinates all the units of the computer.
- It obtains the instructions from the memory, interprets them, and directs the operation of the computer.
- It communicates with Input/Output devices for transfer of data or results from storage.
- It does not process or store data.

### **ALU (Arithmetic Logic Unit)**

This unit consists of two subsections namely,

- Arithmetic Section
- Logic Section

## **Arithmetic Section**

Function of arithmetic section is to perform arithmetic operations like addition, subtraction, multiplication, and division. All complex operations are done by making repetitive use of the above operations.

## **Logic Section**

Function of logic section is to perform logic operations such as comparing, selecting, matching, and merging of data.

## **Output Unit**

The output unit consists of devices with the help of which we get the information from the computer. This unit is a link between the computer and the users. Output devices translate the computer's output into a form understandable by the users.

## **Application /uses of computer in different fields:**

### **Business**

A computer has high speed of calculation, diligence, accuracy, reliability, or versatility which has made it an integrated part in all business organizations.

Computer is used in business organizations for –

- Payroll calculations
- Budgeting
- Sales analysis
- Financial forecasting
- Managing employee database
- Maintenance of stocks, etc.

### **Banking**

Today, banking is almost totally dependent on computers.

Banks provide the following facilities –

- Online accounting facility, which includes checking current balance, making deposits and overdrafts, checking interest charges, shares, and trustee records.
- ATM machines which are completely automated are making it even easier for customers to deal with banks.

### **Insurance**

Insurance companies are keeping all records up-to-date with the help of computers. Insurance companies, finance houses, and stock broking firms are widely using computers for their concerns.

Insurance companies are maintaining a database of all clients with information showing –

- Procedure to continue with policies
- Starting date of the policies
- Next due installment of a policy
- Maturity date
- Interests due
- Survival benefits
- Bonus

## **Education**

The computer helps in providing a lot of facilities in the education system.

- The computer provides a tool in the education system known as CBE (Computer Based Education).
- CBE involves control, delivery, and evaluation of learning.
- Computer education is rapidly increasing the graph of number of computer students.
- There are a number of methods in which educational institutions can use a computer to educate the students.
- It is used to prepare a database about performance of a student and analysis is carried out on this basis.

## **Marketing**

In marketing, uses of the computer are following –

- **Advertising** – With computers, advertising professionals create art and graphics, write and revise copy, and print and disseminate ads with the goal of selling more products.
- **Home Shopping** – Home shopping has been made possible through the use of computerized catalogues that provide access to product information and permit direct entry of orders to be filled by the customers.

## **Healthcare**

Computers have become an important part in hospitals, labs, and dispensaries. They are being used in hospitals to keep the record of patients and medicines. It is also used in scanning and diagnosing different diseases. ECG, EEG, ultrasounds and CT scans, etc. are also done by computerized machines.

Following are some major fields of health care in which computers are used.

- **Diagnostic System** – Computers are used to collect data and identify the cause of illness.
- **Lab-diagnostic System** – All tests can be done and the reports are prepared by computer.
- **Patient Monitoring System** – These are used to check the patient's signs for abnormality such as in Cardiac Arrest, ECG, etc.
- **Pharma Information System** – Computer is used to check drug labels, expiry dates, harmful side effects, etc.
- **Surgery** – Nowadays, computers are also used in performing surgery.

## Engineering Design

Computers are widely used for Engineering purpose.

One of the major areas is CAD (Computer Aided Design) that provides creation and modification of images. Some of the fields are –

- **Structural Engineering** – Requires stress and strain analysis for design of ships, buildings, budgets, airplanes, etc.
- **Industrial Engineering** – Computers deal with design, implementation, and improvement of integrated systems of people, materials, and equipment.
- **Architectural Engineering** – Computers help in planning towns, designing buildings, determining a range of buildings on a site using both 2D and 3D drawings.

## Military

Computers are largely used in defence. Modern tanks, missiles, weapons, etc. Military also employs computerized control systems. Some military areas where a computer has been used are –

- Missile Control
- Military Communication
- Military Operation and Planning
- Smart Weapons

## Communication

Communication is a way to convey a message, an idea, a picture, or speech that is received and understood clearly and correctly by the person for whom it is meant. Some main areas in this category are –

- E-mail
- Chatting
- Usenet
- FTP
- Telnet
- Video-conferencing

## **Government**

Computers play an important role in government services. Some major fields in this category are –

- Budgets
- Sales tax department
- Income tax department
- Computation of male/female ratio
- Computerization of voters lists
- Computerization of PAN card
- Weather forecasting

## **REFERENCES:**

- [https://en.wikibooks.org/wiki/Category:Book:Introduction\\_to\\_Information\\_Technology](https://en.wikibooks.org/wiki/Category:Book:Introduction_to_Information_Technology)
- [https://en.wikipedia.org/wiki/Information\\_technology#:~:text=Information%20technology%20\(IT\)%20is%20the,and%20communications%20technology%20\(ICT\).](https://en.wikipedia.org/wiki/Information_technology#:~:text=Information%20technology%20(IT)%20is%20the,and%20communications%20technology%20(ICT).)
- <https://sites.google.com/site/firdauskmm/chapter-1-introduction-to-information-technology>
- <https://www.lifewire.com/introduction-information-technology-817815>
- <https://searchdatacenter.techtarget.com/definition/IT>
- i. Alexis Leon and Mathews Leon, "Fundamentals of Information Technology", Vikas Publishing House Pvt. Ltd.
- Introduction to Information Technology, P.Rizwan Ahmed, Second Edition, Margham Publications, 2016
- introduction to Information Technology, PelinAksoy, Laura DeNardis, Cengage Learning India Private Limited.

---

## **Model Questions**



## **PART –A**

- 1. Define Computer.**
- 2. List out the types of computer.**
- 3. What is CPU,ALU ?**
- 4. Write the components of CPU.**
- 5. What is Control Unit?**
- 6. Write the characteristics of computer.**
- 7. Define Memory Unit.**
- 8. List out some Applications of Computer**

## **PART-B**

- 1. Difference between Analog &Digital computer.**
- 2. Write the Uses of Computer.**
- 3. Explain the Anatomy of computer.**

## **PART-C**

- 1. What is computer? Explain its types.**
- 2. Explain the Uses of computer in different fields in detail.**