

Computer bits and PCs 3

John would like a new computer for home. He has talked to his father who has collected some adverts from a magazine. Here are a couple of the adverts:

Maximo's Super PC
Pentium 200 processor

16 MB memory
14 inch monitor
2.5 GB hard drive
16x CD-ROM
Sound card
Keyboard, mouse, speakers

Software pre-installed

Hypodrive Computer
Pentium 200 processor

32 MB RAM
1.2 GB hard drive
Modem built-in
15 inch colour monitor
24x CD-ROM drive
Sound card
Keyboard, mouse
Speakers extra

John's father knows very little about computers and has written some questions about the adverts. Can you answer his questions?

Questions

- 1 Which computer has the larger memory?
.....
- 2 Which of the two computers could use the Internet without any more equipment?
.....
- 3 Which computer can save the most information on its hard disk?
.....
- 4 Which CD-ROM is the faster?
.....
- 5 What is software?
.....
- 6 Which computer has software ready to use?
.....
- 7 What does MB stand for?
.....
- 8 What does a sound card do?
.....

Hardware wordsearch

Below is a wordsearch which contains 10 of the 11 words below. Find the words and then circle the word in the list which is not in the grid.

A	G	T	F	U	E	G	F	K	L	E	U	I	Q
R	P	K	E	T	O	D	K	R	O	W	T	E	N
S	D	G	T	G	T	F	O	S	N	O	P	L	J
T	H	S	M	O	U	S	E	P	J	I	T	P	T
G	B	I	S	O	R	C	D	O	Y	Z	N	V	U
S	K	M	V	I	N	E	X	Y	S	L	Y	E	F
H	R	O	O	I	T	I	S	K	K	P	A	E	I
U	Q	A	S	R	C	Y	T	P	P	A	P	U	T
E	R	L	N	L	D	J	D	O	X	P	T	I	S
V	E	E	E	U	S	C	L	I	R	E	D	I	S
W	T	K	E	K	I	F	S	A	N	R	X	S	W
I	N	K	E	Y	B	O	A	R	D	L	E	F	N
S	I	Y	E	R	Q	Y	S	H	L	C	B	R	S
O	R	T	G	S	J	K	F	H	O	D	R	T	Y
W	P	J	F	X	B	Y	F	R	W	R	J	K	X
R	U	J	G	D	S	K	P	D	G	J	T	F	D
A	Y	P	Z	W	A	D	W	E	G	L	F	K	G
D	T	U	N	D	R	A	C	D	N	U	O	S	T
A	S	K	U	O	E	U	F	D	B	G	J	Y	R
M	S	S	W	F	Y	J	G	E	R	J	B	A	U

FLOPPY

MOUSE

MONITOR

KEYBOARD

SCANNER

PAPER

PRINTER

CDROM

NETWORK

SOUND CARD

WORDPROCESS

Mail merge 2

Have you ever wondered how all those junk mail letters look as if they are typed out just for you? Well here's how.

It's called mail merge. First a database file is set up to hold the information needed. The letter is then typed into the word processor and special markers are put in places where information is needed from the database.

When the letter is printed using the mail merge facility, the items from the database are automatically put in where the markers are. This makes the letter look as if it was typed just for that person.

Letters can be sent to everyone in the database or certain ones can be selected by using the database before you merge it.

The following database is for Spifton Beekeepers Association. There are ten records in the example:

A	B	C	D	E	F	G	H	I
Title	Surname	Forename	Add1	Add2	Postcode	Status	Type	Cost
Mr P	Edwards	Peter	297 Bromsgrove Road	Spifton	SP12 9JW	PAID	JUNIOR	£7.00
Mr A	Harter	Adrian	6 Tree Road	Spifton	SP10 3RJ	PAID	FULL	£15.00
Mr J	Hardson	John	38 Hungary Ave	Spifton	SP1 3JW	PAID	FULL	£15.00
Mr S	Jefferies	Steve	11 Vicarage Road	Spifton	SP3 5TW	UNPAID	FULL	£15.00
Mr N	Donald	Neil	12 West Road	Spifton	SP2 9AW	PAID	JUNIOR	£7.00
Mr J	Jones	John	3 South Road	Spifton	SP13 9HW	PAID	FULL	£15.00
Mr A	Baker	Adam	7 Court Road	Spifton	SP32 9WS	UNPAID	JUNIOR	£7.00
Mrs S	Bishops	Susan	1 Sand Road	Spifton	SP14 9PL	PAID	FULL	£15.00
Mr M	Prichard	Martin	4 Grange Road	Spifton	SP12 9FR	PAID	FULL	£15.00
Mrs B	Silver	Becky	15 Hearne Drive	Spifton	SP12 3RE	PAID	FULL	£15.00

Tasks

Try to answer these questions.

- 1 If you merged a letter to **all** members, how many letters would you send?

.....

- 2 If you merged a letter to only the **full** members, how many would you send?

.....

A new sensation!

There have been boy bands and girl bands, and occasionally a mixture. The biggest hit of the year so far is the recent Number One hit-maker – Spice That! They were formed in Cheltenham, Gloucestershire at the start of last year by manager Chiz Chizzard. Recently, they rocked the pop world with mega sales of their first single *Wannabe With Ya*.



The group is made up from:

- **Jimmy Oldham** – Jimmy was born on 25 January 1978 in Charlton Kings, where he still lives in a house he has just bought. He is 1.80 m tall and weighs 68 kg. He has blue eyes and fair, curly hair. His favourite food is pasta, he likes the cinema, and plays the guitar.
- **Lisa Jelouski** – Lisa was born in Staverton and currently lives in Cheltenham. She was born on 24 May 1977, and is a very slim 60 kg. She is tall – 1.7 m – and has red, straight hair, and blue eyes. She is an Internet fan, likes dolphin-friendly tuna, and plays the keyboard. In her free time she loves to read.
- **Mikey Nicholls** – Mikey is a drummer. He is 1.65 m tall and remains a thin 62 kg, thanks to his favourite diet of boiled rice. He loves cooking and plays bass guitar. He was born in Winchcombe, but now lives in Innsworth. He is exactly one month older than Lisa. He is famous for his short, spiky purple hair. He has brown eyes.
- **Emma Trent** – Emma was born in the village where Mikey now lives, and lives in the town where Lisa was born! She is the same weight as Lisa, and 3 cm shorter than her. She too has red hair, but green eyes. She plays the same instrument as Jimmy. She was born on Christmas Day, the same year as Jimmy. She loves to drive her new green sports car, whilst eating her favourite food – chocolate!

Task

Chiz wants to put their details into a computer database, so that he can answer fans' questions, such as "Where was Jimmy born?" or "Who likes to cook?". He needs to organise their details onto the form over the page. Do it for him!

