

COMPUTER BASICS

Course Code: DCSA 1201

Diploma in Computer Science and Application

SCHOOL OF SCIENCE AND TECHNOLOGY



Bangladesh Open University

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Computer Basics

Contents

Unit 1: Introduction to Computers	
Lesson 1: Introduction and Basic Organization	1
Lesson 2: Types of Computers	6
Lesson 3: History and Generations of Computers	11
Unit 2: Number Systems, Codes and Logic Functions	
Lesson 1: Number Systems	17
Lesson 2: Conversion of Numbers	22
Lesson 3: Binary Arithmetic	31
Lesson 4: Data Representation and Codes	40
Lesson 5: Logic Functions	47
Unit 3: Microcomputers and Microprocessors	
Lesson 1: Microcomputer and Organization	53
Lesson 2: Basics of Microprocessors	58
Lesson 3: Popular Microprocessors	66
Unit 4: Input and Output Devices	
Lesson 1: Input Devices	71
Lesson 2: Output Devices	82
Lesson 3: Other Peripheral Devices	90
Unit 5: Memory Organizations	
Lesson 1: Main Memory	95
Lesson 2: Secondary Memory	99
Unit 6: Computer Software	
Lesson 1: Introduction and Classification	109
Lesson 2: System Software	113
Lesson 3: Application Package Programs	118
Lesson 4: High Level Languages and Software Development Cycle	126
Unit 7: Operating Systems	
Lesson 1: Functions and Types	133
Lesson 2: Disk Operating System	142
Lesson 3: Windows and UNIX Operating Systems	152
Unit 8: Applications	
Lesson 1: Basic Considerations	167
Lesson 2: Application Areas	172
Lesson 3: Impact of Computers on Society	179
Lesson 4: General Maintenance	187
Lesson 5: Selection of Microcomputers	191
Unit 9: Internet	
Lesson 1: Beginning with Internet	197
Lesson 2: World Wide Web (WWW)	202
Lesson 3: Web Browsers	211
Answer to the MCQs	218
Further Reading	218

Preface to the Revised Edition

The current edition of the book is revised. The contents of the unit-1 to unit-8 have been brought up-to date. The operating system “Windows-xp” is included in the lesson-3 of the lesson-3 of the unit-7. Content on “DOS” and “Floppy disk” remains unchanged for further reading and acquiring knowledge but other secondary storage like CD, Pen drive has been described in the unit-4. Unit-9 contains “Internet” part and presents www, and internet browsing. Exercise at the end of each lessons have been revised. Answer key of the MCQ and book list for further reading are given at the end of the book.

We are grateful to our tutors and learners for their favorable appreciation of the book. Suggestions for further improvement will be highly appreciated.

Dean
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Preface to the First Edition

Today we are in a world that has been heavily dependent on computers. Automation and the use of computers in every area of human endeavour provide the driving force to change the society. Computers are required in management, industry, education, research, information superhighways and so on.

We are in a developing country. We shall have to develop our agriculture, industry, health, education, communication, science, technology, in a word, all the sectors related with our national development. Every where technically skilled manpower is the prime factor. Expertise in computer technology is the urgent need of time. Recently computer education in secondary and higher secondary levels has been introduced in our country. In several youth development programmes of the country, learning of computer programming and data management have also been considered.

In all these programmes mentioned above learning of Computer Basics is very essential. It will provide the fundamental knowledge in computer technology. This book is written in a self learning style of distance education under Open University system. It contains eight units.

Unit 1 presents the introductory concepts of a computer system with its working principles and the basic elements. It provides detail description of types and generations of computers.

Unit 2 discusses the number systems, codes and logic functions. The purpose of this unit is to introduce the basic concepts as a frame of reference for further study in the succeeding units.

Unit 3 focuses on popular and updated microcomputer systems and microprocessors. It gives also the description of arithmetic logic unit and control unit in some detail.

Unit 4 presents the information of input and output devices including latest devices.

Unit 5 considers the organization of computer memory systems. The characteristics of the most important storage technologies are described in this unit.

Unit 6 introduces software and its classifications. Task for developing computer programmes and a brief introduction to some common programming languages are given in this unit.

Unit 7 deals with the operating systems. It introduces functions, types and some popular operating systems for microcomputers.

Unit 8 gives numerous applications of computers and impact of computerization on the society.

At the end of each lesson of the unit there is an exercise. A learner can check his/her understanding of the lesson by answering the questions.