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- 1. (a) What's meant by information technology?
  - (b) Name the fields of information technology.
- 2. State the actions which can be taken to minimize risks from computer virus to information systems of an organization.
- 3. Explain the differences between the following concepts.
  - (a) Bus networks and ring networks
  - (b) Local area networks and wide area networks
  - (c) Transaction processing system and office automation systems.
  - (d) Text chatting and voice chatting
- 4. It's expected to attract stakeholders towards the business by preparing a business plan. Name four parties which is expected to be attracted and explain what a business expects by attracting them.
- 5. (a) What's the purpose of doing a financial analysis when preparing a business plan.
  - (b) What are the financial statements used for a financial analysis?