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Work that can be done from a computer

- Most of the appliances we have in the house are designed to do only one task.
- Eg;- Radio for listening to various programs

Washing machine - for washing

- But the computer can perform a variety of functions. Therefore, a computer can be considered as a multifunction machine.
- The various programs in the computer that meet our needs are called Application Software.
 - Application software is mainly divided into two parts.
- 1) General purpose application software
- 2) Special purpose application software
- $(1) Write down \ 6 \ tasks \ you \ can \ accomplish \ using \ a \ computer \ in \ the \ empty \ boxes \ in \ the \ image \ below.$



- (2) Name the two basic tools used when using application software.
- (3) Select the type of software suitable for the following function in parentheses. (Graphics software, word processing software, search engines, spreadsheet software)

 - Preparation of budget reports
 - Drawing -....
 - Preparation of invitation cards