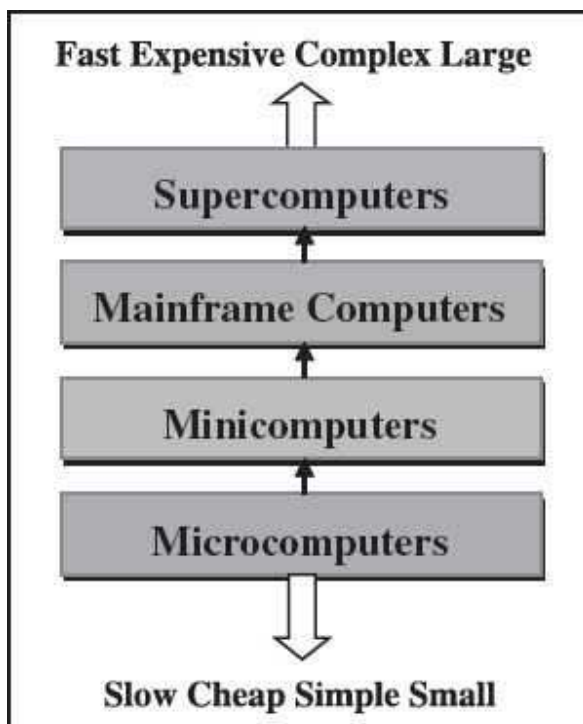


**Question No:1****Write in detail about Kinds of Computers.****KINDS OF COMPUTERS**

The digital computers that are available nowadays vary in their sizes and types. The computers are broadly classified into four categories based on their size and type—

- (1) Microcomputers,
- (2) Minicomputers,
- (3) Mainframe computers,
- (4) Supercomputer.



**Figure** Classification of computers based on size and type

**1) Microcomputers**

Microcomputers are small, low-cost and single-user digital computer. They consist of CPU, input unit, output unit, storage unit and the software. IBM PC based on Pentium microprocessor and Apple Macintosh are some examples of microcomputers.

Microcomputers include desktop computers, notebook computers or laptop, tablet computer, handheld computer, smart phones and netbook

### **Types of Microcomputers**

**Desktop Computer or Personal Computer (PC)** is the most common type of microcomputer. It is a stand-alone machine that can be placed on the desk. Externally, it consists of three units—keyboard, monitor, and a system unit containing the CPU, memory, hard disk drive, etc

**Notebook Computers or Laptop** resembles a notebook. They are portable and have all the features of a desktop computer. The advantage of the laptop is that it is small in size (can be put inside a briefcase), can be carried anywhere, has a battery backup and has all the functionality of the desktop.

**Netbook** These are smaller notebooks optimized for low weight and low cost, and are designed for accessing web-based applications.

**Tablet Computer** has features of the notebook computer but it can accept input from a stylus or a pen instead of the keyboard or mouse.

**Handheld Computer or Personal Digital Assistant (PDA)** is a small computer that can be held on the top of the palm. It is small in size. Instead of the keyboard, PDA uses a pen or a stylus for input. PDAs do not have a disk drive. They have a limited memory and are less powerful. PDAs can be connected to the Internet via a wireless connection.

**Smart Phones** are cellular phones that function both as a phone and as a small PC. They may use a stylus or a pen, or may have a small keyboard. They can be connected to the Internet wirelessly. They are used to access the electronic-mail, download music, play games, etc.

## 2) Minicomputers

Minicomputers are digital computers, generally used in multi-user systems. They have high processing speed and high storage capacity than the microcomputers. Minicomputers can support 4–200 users simultaneously.

## 3) Mainframe Computers

Mainframe computers are multi-user, multi-programming and high performance computers. They operate at a very high speed, have very large storage capacity and can handle the workload of many users. Mainframe computers are large and powerful systems generally used in centralized databases. Mainframe computers are used in organizations like banks or companies, where many people require frequent access to the same data.

## 4) Supercomputer

Supercomputers are the fastest and the most expensive machines. They have high processing speed compared to other computers. Some of the faster supercomputers can perform trillions of calculations per second. Supercomputers are built by interconnecting thousands of processors that can work in parallel.

Supercomputers are used for highly calculation-intensive tasks, such as, weather forecasting, climate research (global warming), molecular research, biological research, nuclear research and aircraft design. They are also used in major universities, military agencies and scientific research laboratories.

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**Question No: 2**

**Write in detail about Types of Software.**

**TYPES OF SOFTWARE**

Software can be broadly classified in two categories:

1. System Software, and
2. Application Software.

1) **SYSTEM SOFTWARE**

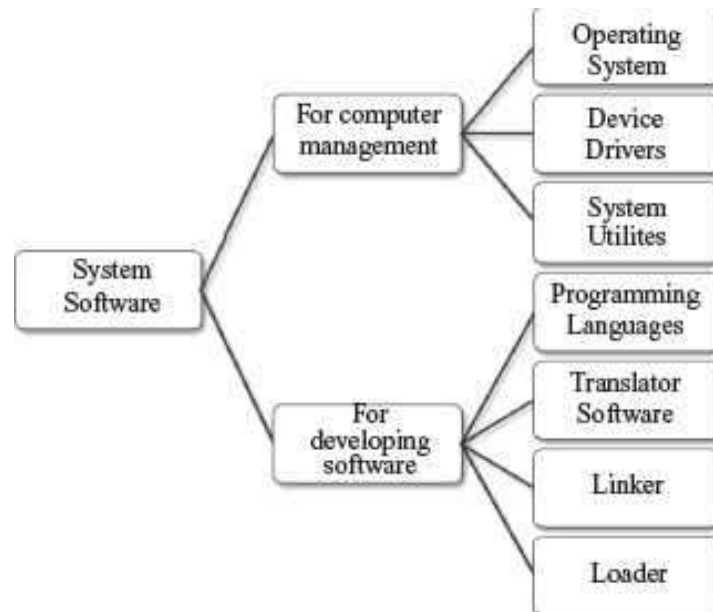
System software provides basic functionality to the computer. System software is required for the working of computer itself. The user of computer does not need to be aware about the functioning of system software, while using the computer. For example, when you buy a computer, the system software would also include different device drivers.

***The purposes of the system software are:***

- To provide basic functionality to computer,
- To control computer hardware, and
- To act as an interface between *user, application software* and *computer hardware*.

On the basis of their functionality, system software may be broadly divided into two categories as follows—

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*System software for the management and functionality of computer relates to the functioning of different components of the computer, like, processor, input and output devices etc.*

### (i) Operating System

Operating System (OS) is an important part of a computer. OS intermediates between the user of a computer and the computer hardware. The key functions of OS are—

It provides an environment in which users and application software can do work.

It manages different resources of the computer like the CPU time, memory space, file storage, I/O devices etc. During the use of computer by other programs or users, operating system manages various resources and allocates them whenever required, efficiently.

Some available operating systems are Microsoft Disk Operating System (MS-DOS), Windows 7, Windows XP, Linux, UNIX, and Mac.

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### (ii) Device Driver

A device driver acts as a translator between the hardware and the software that uses the devices. In other words, it intermediates between the device and the software, in order to use the device.

Some devices that are commonly connected to the computer are—keyboard, mouse, hard disk, printer, speakers, microphone, joystick, webcam, scanner, digital camera, and monitor. For proper working of a device, its corresponding device driver must be installed on the computer.

### (iii) System Utilities

System utility software is required for the maintenance of computer. System utilities are used for supporting and enhancing the programs and the data in computer. Some system utilities may come embedded with OS and others may be added later on. Some examples of system utilities are:

- *Cryptographic* utility to encrypt and decrypt files.
- *Disk Compression* utility to compress contents of a disk for increasing the capacity of a disk.
- *Disk Partitioning* to divide a single drive into multiple logical drives. Each drive is then treated as an individual drive and has its own file system.
- *Disk Cleaners* to find files that have not been used for a long time. It helps the user to decide what to delete when the hard disk is full.
- *Backup Utility* to make a copy of all information stored on the disk. It also restores the backed up contents in case of disk failure.
- *System Profiling Utility* provides detailed information about the software installed on the computer and the hardware attached to it.

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- *Network Managers* to check the computer network and to log events.

**System software for the *development of application software*** provides services required for the development and execution of application software. The programming language software, translator software, loader, and linker are also categorized as system software

### (i) **Programming Languages:**

A Programming Language consists of a set of vocabulary and grammatical rules, to express the computations and tasks that the computer has to perform. Programming languages are used to write a program, which controls the behavior of computer, codify the algorithms precisely, or enables the human-computer interface.

Each language has a unique set of keywords (words that it understands) and a special syntax for organizing program instructions. The programming language should be understood, both by the programmer (who is writing the program) and the computer. A computer understands the language of 0's and 1's, while the programmer is more comfortable with English-like language.

Programming Language usually refers to high-level languages like COBOL, BASIC, FORTRAN, C, C++, Java etc. Programming languages fall into three categories

**Machine Language** is what the computer can understand but it is difficult for the programmer to understand. Machine languages consist of numbers only. Each kind of CPU has its own unique machine language.

**Assembly Language** falls in between machine language and high-level language. They are similar to machine language, but easier to program in, because they allow the programmer to substitute names for numbers.

**High-level Language** is easier to understand and use for the programmer but difficult for the computer.

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Regardless of the programming language used, the program needs to be converted into machine language so that the computer can understand it. In order to do this a program is either compiled or interpreted.

The choice of programming language for writing a program depends on the functionality required from the program and the kind of program to be written.

Machine languages and assembly languages are also called *low-level languages*, and are generally used to write the system software.

Application software is usually written in *high-level* languages. The program written in a programming language is also called the *source code*.

### (ii) Translator Software

Translator software is used to convert a program written in high-level language and assembly language to a form that the computer can understand. Translator software converts a program written in assembly language, and high-level language to a machine-level language program. The translated program is called the *object code*. There are three different kind of translator software:

- Assembler,
- Compiler
- Interpreter.

**Assembler** converts a program written in assembly language to machine language. **Compiler and interpreter** convert a program written in high-level language to machine language.

### 2) APPLICATION SOFTWARE

The software that a user uses for accomplishing a specific task is the *application software*. Application software may be a single program or a set of programs.. Application software is written for different kinds of applications—graphics, word processors, media players, database applications, telecommunication, accounting purposes etc.



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- **Word Processing Software:** For writing letter, reports, documents etc. (e.g. MS-WORD).
- **Image Processing Software:** For assisting in drawing and manipulating graphics (e.g. Adobe Photoshop).
- **Accounting Software:** For assisting in accounting information, salary, tax returns (Tally software).
- **Spreadsheet Software:** Used for creating budget, tables etc. (e.g. MS-Excel).
- **Presentation Software:** To make presentations, slide shows (e.g. MS-PowerPoint)
- **CAD/CAM Software:** To assist in architectural design. (e.g. AutoCAD, Autodesk)
- **Geographic Information Systems:** It captures, stores, analyzes, manages, and presents data, images and maps that are linked to different locations. (e.g. ArcGIS)
- **Web Browser Software:** To access the World Wide Web to search documents, sounds, images etc. (e.g. Internet Explorer, Firefox, Chrome).

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**Question No. 3**

**Explain in Detail about Primary Storage Devices?**

**Primary memory or Primary Storage** is the main memory of computer. It is a chip mounted on the motherboard of computer. Primary memory is categorized into two main types-

- Random Access Memory (RAM), and
- Read Only Memory (ROM)

**Random Access Memory**

RAM is used to store data and instructions during the operation of computer.

The data and instructions that need to be operated upon by CPU are first brought to RAM from the secondary storage devices like the hard disk.

- CPU interacts with RAM to get the data and instructions for processing.
- RAM loses information when the computer is powered off. It is a volatile memory.
- When the power is turned on, again, all files that are required by the CPU are loaded from the hard disk to RAM.

**The performance of RAM is affected by—**

- Access speed (how quickly information can be retrieved). The speed of RAM is expressed in nanoseconds.
- Data transfer unit size (how much information can be retrieved in one request).
- RAM provides random access to the stored bytes, words, or larger data units.
- RAM can be read from and written to with the same speed.
- The size of RAM is limited due to its high cost.
- The size of RAM is measured in MB or GB.
- RAM affects the speed and power of a computer. More the RAM, the better it is.
- Nowadays, computers generally have 2 GB to 8 GB of RAM.
- RAM is a microchip implemented using semiconductors.

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- There are two categories of RAM, depending on the technology used to construct a **RAM**—  
Dynamic RAM (DRAM), and  
Static RAM (SRAM).

### Read Only Memory

ROM is a non-volatile primary memory. It does not lose its content when the power is switched off. The features of ROM are described as follows—

ROM, as the name implies, has only read capability and no write capability. After the information is stored in ROM, it is permanent and cannot be corrected.

ROM comes programmed by the manufacturer. It stores standard processing programs that permanently reside in the computer. ROM stores the data needed for the start up of the computer. The instructions that are required for initializing the devices attached to a computer are stored in ROM.

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**Question No.4**

**What is an output device, Explain in detail about various output devices?**

**OUTPUT DEVICES**

Output devices provide output to the user, which is generated after processing the input data. The processed data, presented to the user via the output devices could be text, graphics, audio or video. The output could be on a paper or on a film in a tangible form, or, in an intangible form as audio, video and electronic form. Output devices are classified as follows—

**Hard Copy Devices**

- Printer
- Plotter
- Computer Output on Microfilm (microfiche)

**Soft Copy Devices**

- Monitor
- Visual Display Terminal
- Video Output
- Audio Response

• **Printer**

A printer prints the output information from the computer onto a paper. Printers are generally used to print textual information, but nowadays printers also print graphical information. The print quality (sharpness and clarity of print) of the printer is determined by the resolution of the printer. Resolution is measured in dots per inch (dpi). Printers with a high resolution (more dpi) provide better quality output. Different kinds of printers are available for different types of applications.

• **Plotter**

A plotter is used for vector graphics output to draw graphs, maps, blueprints of ships, buildings, etc. Plotters use pens of different colors (cyan, magenta, yellow and black) for drawing. Plotters draw continuous and accurate lines, in contrast

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to printers where a line is drawn as closely spaced dots. Plotter is a slow output device and is expensive.

- **Computer Output on Microfilm**

A microfilm is in a fiche or roll format, and is used to record computer output directly from the computer tape or cartridge. Computer Output on Microfilm (COM) is a high speed and low cost process. It can produce data in microfilm form at a much faster speed from that of a paper printer.

- **Monitor**

Monitor is a common output device. The monitor is provided along with the computer, to view the displayed output. A monitor is of two kinds - monochrome display monitor and color display monitor.

Monitors may be Cathode Ray Tube (CRT) monitors that look like a television or Liquid Crystal Display (LCD) monitors that have a high resolution, flat screen, flat panel display.

- **Visual Display Terminal**

A monitor and keyboard together are known as Visual Display Terminal (VDT). A keyboard is used to input data and monitor is used to display the output from the computer. The monitor is connected to the computer by a cable. Terminals are categorized as dumb, smart and intelligent terminals.

- **Video Output**

Screen image projector or data projector is an output device that displays information from the computer onto a large white screen. The projector is mainly used to display visual output to a large gathering of people required for the purposes of teaching, training, meetings, conference presentations, etc.

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- **Audio Response**

A complete sound system consists of sound card, microphone, speaker and the appropriate software. In addition to recording and playing the sound, the software allows editing of sound, like cutting, copy, amplification and creation of vibrant sound effects.

Audio response provides audio output from the computer. Audio output device like speakers, headset or headphone is used for audio output sound from computer. The signals are sent to the speakers via the sound card that translates the digital sound back into analog signals.

Audio output is commonly used for customer service in airlines, banks, etc. It is also used in video conferences, surveys, etc.

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**Question No: 5**

**What is significance (Importance) of data processing in a business?**

The volume of data is growing rapidly with the growth and increase in number of business firms. It is very pertinent to handle huge data very carefully and efficiently without making any mistakes in calculations. Further more it is required to recode transactions at the moment they occur. If it is not so, it may lead a business firm in this modern age to a complete disaster. Computer is most suitable resort to all these problems. Some of miracles of this machine are as follows:

- Number of Transactions
- Speed
- Accuracy
- High storage capacity
- Diligence
- Cost
- Versatility
- Record keeping
- Source of information
- Services
- No repetition
- ISO Standard
- Mechanization Brief

**Brief description of these is as follow:**

**Number of Transaction:**

The size of a business and developing in its size naturally increase the number of business transactions. A computer due to its high speed accuracy and capacity can processes thousands or records or business calculations per minute.

**Speed:**

In this modern age, if a business firm has to survive, to survive, it is very much important to handle transaction at the spot when they occur. Decisions must be

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taken in a short span of time. A modern computer can execute about thirty million instructions in one second. The speed of human to record transactions is very much slow but speed of electronic data processing is thousands time faster than of human beings. For example one must keep up to date with stock markets and international events.

### **Accuracy:**

Another important issue of business firms is to work with accuracy, Accuracy in many aspects like making decisions; calculations for expenses & profit, planning production require extreme care and accuracy. Man can commit errors but computerized system cannot.

### **High Storage Capacity:**

A modern business requires must be efficient and records or files be stored following new standards. Computer can store a large amount of information in a very small space at any part of information can be retrieved in a micro second or less. Hence avoiding large space requirement for data storage as old business firms have to make separate bulky stores over records keeping.

### **Diligence:**

The growth in business firms has naturally increased number of transaction, Computer makes calculations without tiring. It can go working endlessly and unlike human beings does not get tired or bored.

### **Cost:**

The old fashionable of data processing is adopted; it is for sure that huge amount of data must be handled by a large number of staff. Hence increasing expenses in the form of salaries. In this age of competition, cost is the once factor, which business firms take care very much. And thus computer helps business in this very much aspects as well.

### **Versatility:**

Computer has this very important characteristic that it can present data in very different forms like making tables and charts for comparison. Business firms require the same data to be presented in a number of styles according to their needs.



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### **Record Keeping:**

Electronic data processing systems keep records of a business in well mannered way, which makes retrieval of records easy and efficient it is necessary that to make transaction in effect, at the moment they occur.

**For Example:** banks requires instant action on the deposits or withdrawals, otherwise it may improve very disastrous. Same as tickets selling for air flight require prompt decision.

### **Source of information:**

Electronic data processing system provides us perfect and solid information in a quick way. In manual system information is passed through tables of many persons in an organization for verification. But electronic data processing system produce verified information and reduce the time of verification. So to this decision can betake at right time.

### **Services:**

With the advent of new technology new ways of doing things are becoming very popular. For example computer can scan explosive material at airports. Computer can control the traffic of many commercial transportation like railways, airline, roads etc. these could be helpful in making lot of diagnosis in medical field. These can help in promoting business etc.

### **No Repetition:**

In manual system or file system we have to enter data about one thing in different files. This generates the entry of data repeatedly. But in electronic data processing we only enter data one and it can be used in many files and tables,

### **ISO standards:**

ISO stands for international Standard Organization. If business companies want to get ISO certification then it will have to computerize its computational and accounting process. Once an organization becomes ISO certified it can enjoy many benefits then non-certified companies

### **Mechanization:**

New technology has improved man's life in other business in great aspect. It said that machine should work and man should think. As machine cannot think

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by itself, but it can work like human being. That is why we see that most of tasks performed by men in past, are being performed by machines, making man free for creating more innovative things.

### **Conclusion:**

"It may conclude that for a speedy, accurate, economical and reliable data processing new ideas like usage of computers must be implemented. It is the growing need of this age to employ new concepts in business. Today is a competitive environment, a business can only flourish and grow, if cost are minimized, transactions are speedily handled, services are immediately provided all this is possible by the use of computers".

There are different types of network topologies that are used in a network. The network topologies in the structure or the layout of the different devices and computers connected to the network. The topologies commonly used in LAN are—Bus topology, Star topology, and Ring topology.

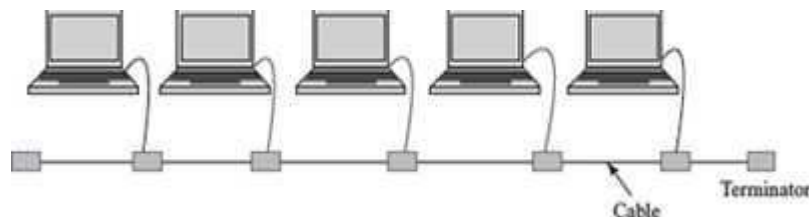
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**Question No.6:**

**Explain various kinds of Network topologies (Also called LAN Topologies).**

**Bus Topology**

All devices on the network are connected through a central cable called a Bus



The data signal is available to all computers connected to the bus .

The data signal carries the address of the destination computer.

Each computer on the network checks the destination address as the data signal travels through the bus. The computer whose address matches makes a copy of the signal and converts it into data. The data signal on the bus does not get destroyed and still transmits along the bus, and is finally absorbed by the terminator attached to the end of the network.

It is good for connecting 15–20 computers

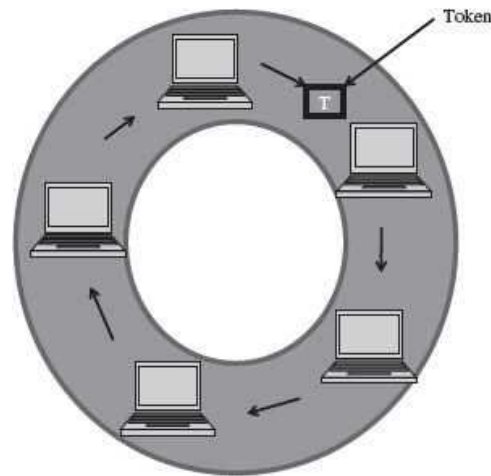
A single coaxial cable is generally used in bus topology, to which the computers or devices are connected.

Ethernet is a commonly used protocol in networks connected by bus topology.

**2 Ring Topology**

All devices in the network are connected in the form of a ring.

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Each device has a receiver and transmitter to receive the data signals and to send them to the next computer, respectively.

Ring network does not have terminated ends, thus data signals travel in a circle.

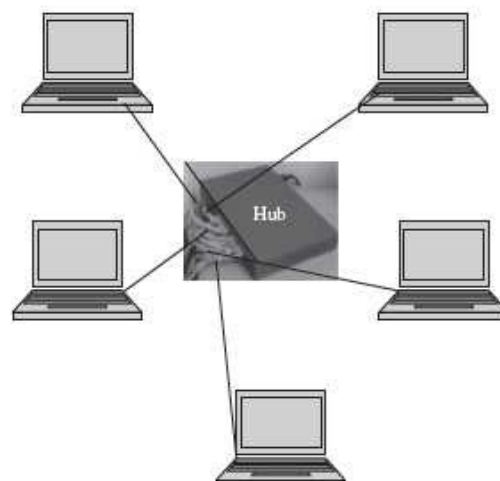
Ring topology uses token passing method to provide access to the devices in the network.

The computers or devices are connected to the ring using twisted pair cables, coaxial cables or optic fibers.

The protocols used to implement ring topology are Token Ring and Fiber Distributed Data Interface (FDDI).

### Star Topology

All devices are connected through a central link forming a star-like structure. The central link is a hub or switch. The computers are connected to the hub or switch using twisted pair cables, coaxial cables or optic fibers.



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Star topology is the most popular topology to connect computer and devices in network.

The data signal is transmitted from the source computer to the destination computer via the hub or switch.

The common protocols used in star topology are Ethernet, Token Ring, and LocalTalk.

In addition to the bus, ring, and star topologies, there are complex topologies like the tree topology, and the mesh topology used for networking in LAN.

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**Question No.7:  
Explain the important features of MS Word?**

MS-Word is a word processing software used in the Windows environment. It is one of the most popular word-processing software these days. MS-Word is a part of a bigger software package called MS-Office.

MS-Word is a Graphical User Interface (GUI) based software, which makes it easy to use and understand. It has a wide range of tools and commands that are used for formatting the documents. Some of the important features of MS-Word are as follows:

A document can be created and later edited, whenever required. Editing includes addition of text, modifying the existing text, or deleting a part of text. Editing can be done on a word, sentence, paragraph, page, or the complete document.

The complete document or a part of the document can be reformatted.

Some of the options available for the formatting of a document are—changing the font size, font color and font style, addition of page numbers, page header and footer, and headings.

Various tools like spell check for checking spellings, mail merge for generating multiple copies of letters with different addresses, macros, and track changes for making corrections are available.

MS-Word allows tables to be created and included in the text.

Graphical pictures can be included in a document using pictures from the Clip Art and the pictures imported from other files.

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**Question No.8**

**Write Short Notes on the following**

- **Web Browser**
- **Search Engine**

**Web Browser**

A web browser is a software program that allows a user to locate, access, and display web pages. In common usage, a web browser is usually shortened to "browser." Browsers are used primarily for displaying and accessing websites on the internet, as well as other content created using languages such as Hypertext Markup Language (HTML) and Extensible Markup Language (XML).

Browsers translate web pages and websites delivered using Hypertext Transfer Protocol (HTTP) into human-readable content. They also have the ability to display other protocols and prefixes, such as secure HTTP (HTTPS), File Transfer Protocol (FTP), email handling (mailto:), and files (file:). In addition, most browsers also support external plug-ins required to display active content, such as in-page video, audio and game content.

**Search Engine**

Search engine is a service that allows Internet users to search for content via the World Wide Web (WWW). A user enters keywords or key phrases into a search engine and receives a list of Web content results in the form of websites, images, videos or other online data. The list of content returned via a search engine to a user is known as a search engine results page (SERP).

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**Question No.9**

**What are the Advantages of the Internet for Business? Explain in detail.**

**Advantages of the Internet for Business**

No business, corporation or organization can do without the internet these days. With the advantage of the internet, even small businesses can compete with bigger corporations and organizations for increased online presence reaching their potential customers earning them subsequent revenue.

**Globalization**

Globalization is everything these days. And with the advent of the internet globalization couldn't have been easier. Providing a window into the global world, it allows anyone with a computer to forge international relationships with new vendors so they can reduce costs and gain new customers so as to increase sales.

**The Internet Never Sleeps**

The internet never sleeps. It's on 24 hours a day, seven days a week. And because it never sleeps visitors can make purchases at any time they want since there are no "opening hours" and everything is on your business website. That's perfect for, say, an online clothing store. If you have an internet store like Amazon, for instance, you can maintain a virtual round-the-clock retail shop helping you literally make money while you sleep.

**24/7 Online Presence**

Your business can benefit from using the internet to increase its visibility, revenue, and customer base. With no shutter to close your shop or business physically, you don't have to deal with opening or closing hours since the internet is on 24 hours a day. That is an immense help in cost savings, networking opportunities, and benefits of selling online. So, if you're looking for great 24/7 connectivity Mediacom Internet can enhance your customer or client database with improved online visibility.



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### **Increased Online Sales**

The internet has made it really easy for people to buy online. Gone are the days when you needed to drive all the way to a physical business to buy what you intended to. These days, you don't have to leave your house. You can purchase things online delivered to your doorstep. So, if you want to increase online sales, you need people to be able to buy your services and products 24/7. You have to make sure your business caters to these people.

### **Potential Customer Base**

In the days before the advent of the internet, you had to place a few advertisements in your local newspaper in the hopes of building a name of your business in the area. With the advent of the internet all that has changed. Now you can advertise your business instantly reaching out to customers worldwide with just a click. Anyone who wants to buy your product or service can purchase it if that is what they were looking for providing endless potential and opportunities for your online store.

### **More Clients or Customers**

One more major advantage of the internet is the chance to gain more online clients or customers. Your business probably has a website. So, your business may already have an online presence. There are millions of people on the internet at any given moment every single day. Therefore, if you're still using those traditional offline marketing tactics, you're missing out on the chance to expose your company to millions of people. Traditional marketing tactics such as TV commercials cost a lot more money than setting up a website. With a website, all you have to do is attract traffic and improve your SEO, and you may receive hundreds of thousands of visitors to your website every day. Remember, the more visible your business is to people the more clients and customers you will attract.

### **Enhanced Customer Service**

If you take your business to the web, your customer service will definitely improve. On your website, your customers should be able to access details about your products. The customers will read the description, the capabilities of the product, and the reviews and make a decision. When people are informed

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about a product, they are more likely to make a decision. Also, some people are too shy to talk on the phone. Instead of having to call customer service, they can email customer service for help. By going online, your customers will be definitely more satisfied.

### **Better Networking Opportunities**

Prior to the Internet, a business owner could only join a local chamber of commerce to network with fellow entrepreneurs. Now, chat rooms and forums have taken over that role making it easy and instantaneous. For instance, you can exchange notes on marketing and promotional techniques sitting in New York with someone in, say, Johannesburg, South Africa.

### **Reduced Expenses**

The biggest benefit of using the internet for business is its cost-effectiveness due to reduced expenses. And, there's no traveling involved as you can purchase goods for resale from suppliers online without having to leave the comfort of his computer desk. Moreover, several functions in the business process, such as bookkeeping, have become automated streamlining processes and reducing the cost of labor.

### **Increased Productivity**

Owing to the internet, it has become really easy these days for businesses to develop new business models enabling you to communicate with your customers and suppliers more effectively enhancing processes to access information and improve service levels. And with improved efficiency comes increased productivity, reduction in costs and a secure platform for outsourcing. All that is now possible with the internet.

### **Communication**

The internet has changed communication forever. Prior to the technology, you'd have to write a letter by hand on paper, which would then take over a month to get to whomever you were writing to, especially if that person was in another country. Enter email. Now, with just a mouse click away, it's much cheaper as you don't have to pay for stamps and envelopes. And, texting an employee, sending him or her emails, discussing strategies and issues on live video chats and conferences have become the norm. This means higher efficiency and quicker response time enhancing processing of sales.

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**It's Really Easy**

It's really easy these days to set up a website for your business. Just choose the right web host and domain name. Then pick any one of the many WordPress themes or hire a web designer to design the website for you. As you can see, there are many advantages of using internet for business. Apart from being cost-effective, you can enhance your client database, improve overall customer service, and it's really easy.