Windows Basic Terms

ACROSS
4 To press a mouse button and immediately release it
5 A rectangular area of the screen that contains a program, text, graphics, or data
7 A unique name that identifies you
10 Main circuit board on the computer
13 Reduces the size of a file or folder
15 Operating System
16 A storage device
17 A setting that is preset by the Operating System or application
18 Working on more than one task at a time

DOWN
1 A duplicate copy of important files
2 Software that handles communication between a peripheral device and your computer
3 A picture that represents an item stored on your computer
6 Random Access Memory that is volatile
8 A dot followed by three or more characters in a filename that identifies the file’s type
9 Read Only Memory that is non-volatile
11 Software that computer uses to complete tasks
12 A folder that contains specialized tools you can use to change the way Windows looks and behaves
14 A workspace for projects and tools that you need to manipulate your projects