

# Introduction to IT-ITeS Industry

Class IX , Ch-1( IT #402)  
Period 6

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**CHANGING YOUR TOMORROW**

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# Exercise Question Answer

## Short answer questions (50 words)

1. What do you understand by the term IT and ITeS?
2. What are the pros and cons of using ICT?
3. What precautions are required to ensure that ICT use is safe?
4. What are the four main sub-sectors in the IT-BPM industry?
5. Give examples of use of IT in everyday life.
6. How is IT used in libraries?
7. What are the various processes of education where IT is used?
8. Which software are used in digital communication?
9. For what purpose is IT used in business?

10. Which are the prominent areas where IT is used in science and engineering?
11. List the various uses of IT in a banking system.
12. Which are the different areas of healthcare where IT is used? And how?
13. List any 5 websites of the Indian government which provide IT enabled services to the people.

# Advantages(pros) of ICT

- Enhanced the modes of communication.
- **Cost**-efficient.
- Paperless: Eliminate the usage of paper. ...
- Better teaching and learning methods.
- Enhanced data and information security.
- Minimize **cost** and save time.
- Easy student management.
- Automatic solutions to manual paper-based process and procedures.

# Disadvantages(cons) of ICT

1. Misleading and misguiding information
2. Risk of cyber attacks and hacks
3. A risk to the traditional book and handwriting methods
4. Implementing computers and the internet for ICT replace the convention education curriculums
5. Managing courses online is difficult
6. Misuse of technology
7. Not accessible everywhere
8. Teachers require experience to handle ICT
9. implementing computers and the internet is expensive
10. Few believe that computers can limit imagination

# What precautions are required to ensure that ICT use is safe?

. Install protective software : Install Antivirus which can help to reduce any damage to the data present in the computer and keep it updated.

2. Choose strong passwords:

Strong passwords use a combination of letters, numbers, and special characters.

3. Back up on a regular basis.

Routine backups on Hard disks or online drives can protect you from the unexpected loss of data.

4. Control access to your machine.

Always logout from your id and do not leave your machine unattended with your id logged in.

## 5. Use email and the internet safely.

Ignore unwanted emails. Be cautious of attachments, links, and forms in emails that come from people you don't know.

## 6. Protect sensitive data.

Protect sensitive files using the encryption tools built into your operating system.

## 7. Make Online Purchases From Secure Sites

8. Be Careful What You Post: Don't put anything online that may hurt someone.

9. Be Careful Who You Meet Online: People you meet online are not always who they claim to be.

## 10. Be Careful What You Download

or

- Use of ICT refers to the use of Information and Communication Technology. By keeping the use of ICT safe, we need to make sure that we do not overuse it. Almost every type of content is available on the internet these days, but we need to avoid getting manipulated with violent, pornographic or harmful content, and make best use of useful content. Before giving smartphones and laptops to your children, also keep a watch on what they are viewing and how they are using them.



- List any 5 websites of the Indian government which provide IT enabled services to the people
- a) <https://uidai.gov.in>.
- b) <https://www.indiapost.gov.in>.
- c) <https://portal1.passportindia.gov.in>.
- d) <https://www.epfindia.gov.in>.
- e) <https://www.irctc.co.in>.
- a) <https://uidai.gov.in> - Aadhaar website provides e-services to apply for new Aadhaar card, status of Aadhaar card, download Aadhaar card or changes to Aadhaar card.

**THANKING YOU**  
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