

Answer the following questions.

1) What is computer language?

Ans - Computer language also called as binary language. Computer understand binary language that is zero and one.

2) Differentiate between an interpreter and a compiler.

Ans - An interpreter is a language processor used to convert high level language into machine code language. Interpreter checks line by line. A compiler is a language processor used to convert high level language into machine code. Compiler checks whole program at a time.

3) What is an algorithm?

Ans - An algorithm is a sequence of steps required to solve a specific problem.

4) What is a flowchart?

Ans - A flowchart is a graphical representation of an algorithm.

5) What is Mail merge?

Ans - Mail merge is a useful tool that allows you to send similar documents to multiple recipient.

6) What is main document?

Ans - Main document is the document that contains body of the letter which is to be send such as invitation.

7) What is data source?

Ans - Data source is the file where the specific information of all the recipients like name, address etc are Stored.