Monthly Express Bites

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BankExamsTodayEditorial

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BankExamsToday Express Bites: Part 1

- First Regional Rural Bank (RRB) was Prathama Grameen Bank which was set up on 2nd October 1975 at Moradabad City (U.P.). It was sponsored by Syndicate Bank.

- MUDRA (Micro Units Development and Refinance Agency) was launched on 8 April 2015 with an initial corpus of 20,000 crore.

- Unified Payment Interface (UPI), an initiative taken by National Payment Corporation of India (NPCI), allows a customer to send money directly from the bank account through the use of virtual address and M-pin.

- Industrial Credit and Investment Corporation of India (ICICI) was the first universal bank of India as well as the first bank to be listed in New York Stock Exchange.

- Initial Public Offering (IPO) is the first time that the stock of private company is offered to the public. It could be a new, young company or an old company who wishes to be listed on an exchange and hence goes public.

- The maximum compensation a Banking Ombudsman can help a complainant to get is Rs 10 lakh.

- BIS stand for Bank for International Settlements and its Head Office is in Basel, Switzerland.

- The world's first ATM machine was set up at Barclays bank branch near London by John Adrian Shepherd Barron.

- Slogan of Allahabad Bank is 'A tradition of trust'.

- Punjab National Bank, Punjab and Sindh bank, Oriental Bank of Commerce and Bharatiya Mahila Bank have their Headquarters in New Delhi.

- Gilt Edge Market is the market where government securities are traded. It is low profit as well as low risk market.

- CBS stands for 'Core Banking Solutions'. Here Core is also an acronym and stands for 'Centralised Online Real-time Exchange.'

- All commercial banks including foreign banks functioning in India, local area banks and Regional rural banks are insured by DICGC (Deposit Insurance and Credit Guarantee Corporation of India). Each depositor is insured upto a maximum amount of Rs 1, 00,000 for both principal and interest.

- MICR (Magnetic Ink Character Recognition) is a 9 digit numeric code printed on the bank cheques and is used to identify the location of bank branch.

- National Bank for Agriculture and Rural Development (NABARD) was established on 12

- July 1982 on the recommendation of Sivaraman Committee.
- Kolkata headquartered Bandhan Bank is the first bank to be set up in the eastern part of India after independence.
- If a borrower fails to make interest or principal payment for 90 days, then that loan is considered as Non-Performing Asset (NPA).

- Money market is regulated by Reserve Bank of India (RBI) while capital market is regulated by Securities and Exchange Board of India (SEBI).
- Housing Development and Finance Corporation (HDFC) became the first Indian company to issue masala bonds to raise Rs 3000 crore.
- Fixed deposit (FD) can be done for a maximum period of 10 years.

BankExamsToday Express: Part 2

- **Union Bank** of India was the first bank who **launched talking ATM** for differently abled person.
- **Commercial Paper** (CP) is an unsecured money market instrument issued in the form of promissory note. Corporates, primary dealers (PDs) and the All-India Financial Institutions (FIs) can issue CP but only a scheduled bank can act as an Issuing and Paying Agent (IPA).
- **Authorized Money Changers (AMCs)** are those entities which are authorised by the Reserve Bank under **Section 10 of the Foreign Exchange Management Act, 1999** to deal in foreign exchange for specified purposes. An AMC is a Full Fledged Money Changer (FFMC).
- **Money Transfer Service Scheme (MTSS)** is a way of transferring personal remittances (such as, remittances towards family maintenance

and remittances favoring foreign tourists visiting India) from abroad to beneficiaries in India. A **cap of USD 2,500** has been placed on individual remittances under the Money Transfer Service Scheme (MTSS). In addition, **thirty remittances** can be received by a single individual beneficiary under the scheme during a calendar year and Amounts up to **Rs. 50,000** may be paid in cash to a beneficiary in India.
- United bank of India, UCO bank and Allahabad Bank have their **headquarters in Kolkata.**
- Tagline of Canara Bank is **'Together We Can**'.
- **Real Time Gross Settlement (RTGS)** is meant for large scale transaction. The minimum amount that could be transferred using RTGS is **Rs. 2 lakh** which there is no upper limit.

- **Nationalisation** of first 14 banks took place on **19 July 1969**.
- **Insurance Regulatory and Development Authority of Indi**a (IRDAI) was set up under IRDA act 1999 with headquarters at **Hyderabad.**
- **National Electronic Fund Transfer** (NEFT) works on DNS (**Deferred Net Settlement**) basis which settles transaction in hourly batches.
- ATMs which are set up, owned and operated by non-banks entities (registered under Payments & Settlement Systems Act 2007) are called **White-label ATMs**.
- A **Demat Account** is the account that holds all your shares in electronic or dematerialized form. It holds the certificates of your financial instruments like shares, bonds, government securities, mutual funds and Exchange Traded Funds (ETFs). One cannot trade in the stock market without a demat account.
- **Indian Financial System Code** (IFSC) code is **11 digit** alpha numeric code which is used to identify a bank branch participating in NEFT system. IFSC code-- ALLA0212759 ; Here first 4 character signify bank name i.e. Allahabad bank, first character is 0 and last 6 characters represents bank branch.
- **Call money** refers to the borrowing or lending of money for **1 day** while **notice money** means money lent or borrowed for a period of **2-14 days**.
- Risks that arise due to the failure of day to day activities, system or people are called **operational risks**. It includes both internal and external factors like failures related to rules & regulations, policies, documentation or any technological problem.

BankExamsToday Express: Part 3

- **John Von Neumann** developed the concept of **storing program instructions** and data in the memory of the computer in binary form. **Electronic Delayed Storage and Calculation (EDSAC)** was the first computer to implemen the 'stored program concepts'.
- **Augusta Ada Bryon** is the **first female computer scientist** and programmer. She worked with Charles Babbage (known as the father of computers).
- **Jack St. Clair Kelby and Robert Noyce** invented the first **Integrated Circuit**

(IC). IC consists of transisters and electronic circuits on a single silicon chip.

- **Parallel port** transmits and receives several bits of data at a time (typically 8 bits). It is used to connect printers.

- **Random Access Memory** (RAM) is a **volatile memory** i.e. its contents are lost when the power is switched off.

- **The IEEE 802 Standard** comprises a family of networking standards that cover the physical layer specifications of technologies from Ethernet to wireless. **802.11** standard is for **wireless fidelity** while **802.15** is for **wireless personal area network**.

- **Unicode** provides 2 bytes i.e 16 bits to represent each symbol. Its range could be anything upto **65,536** different symbols or characters.

- **Gray code** is a binary numeral system where two successive values differ in only one bit.

- To restart a computer, shortcut key is **Ctrl + Alt + Del.**

- '**Happy Birthday Joshi'** virus was first discovered in India in June 1990 while **Brain** was the first virus to hit computers with operating system MS-DOS.

- **Java** is an object oriented programming language developed by **James Gosling**.

- **A flowchart** is a type of diagram that represents a algorithm or process with the help of standard symbols. For e.g. each step is shown within a rectangle while each decision is displayed in a diamond and arrows symbolise the direction in which the process is flowing.

- A series **100 POST error code** indicates a problem with the system board. POST stands for **Power On Self Test**.

- A **register** is a combination of memory storage locations called **flip-flops**. Each flip-flop can store one bit of information.

- **Bar Code Reader** reads the **Universal Product Code (UPC)** and is used to know the item price from a computer system.

- **Central Processing Unit (CPU)** is known as the brain of the computer and responsible for processing data.

- **DPI** stands for **Dots Per Inch**, which indicates the resolution of images.

- **FORTRAN** stands for **Formula Translation**. It was he first high level language invented by **John Backus** for scientific and engineering purpose.

- In **Simplex channel** transmission of data is always in one direction i.e only sender can send data but receiver can't, for e.g radio or television broadcasting.

- **Booting** the system means **loading the operating system.**

BankExamsToday Express Bites: Part 4

- **UNIVAC (Universal Automatic Computers)** was the first commercial electronic computer developed by **Sperry Rand Corporation** of U.S.A.
- **Hyper Text Markup Language** (HTML) is a computer language **used to create web pages** as well as **hypertext documents** for the World Wide Web.
- During **Cold Boot**, the memory and the peripheral devices are checked before loading the operating system while **warm boot** directly loads the operating system. Warm boot is preferred when computer hangs or a software stop running in order to escape from the problem.
- **Hibernation** is a feature of operating system where the **contents of RAM are saved in non-volatile storage** such as hard disk and then the computer shuts down. But the advantage of this feature is that when you restart your computer the previously saved state is automatically loaded into the RAM.
- **ASCII** stands for **American Standard Code for Information Interchange** and it uses **7 bit** code to represent each symbol and character.
- **Serial Port** is a type of port that transmits only one bit at a time. It is used to connect hard disk, CD-ROM etc.
- **Alt, Ctrl and Shift keys** on the keyboard are called **Modifier keys** as they are used in combination with other keys to perform a specific action. For e.g. Ctrl + C is used to copy a document, file, image etc.
- **Common Business Oriented Language** (COBOL) is a high level programming language developed by **Grace Hopper**. It is primarily used for business, finance and administrative work.

- **Spam** is an unsolicited junk email that was not requested by a user but was sent to that user and many others to promote some product or service and sometimes with malicious content. The source and identity of the sender is anonymous and there is no option to cease receiving future emails.
- **Cache memory** is a small-sized type of volatile computer memor**y located between the CPU and main memory** that provides high-speed data access to a processor and stores frequently used computer programs, applications and data.
- **Private cloud** means that a cloud infrastructure (network) is entirely used by one customer/organization. It is not shared with others. The security and control level is highest while using a private network.
- **Debugging** refers to **finding and correcting the mistakes** and errors, caused by faulty logic or coding, that prevent the program from running and producing correct output.
- The printed form of output is known as **Hard copy** while the form of output displayed on the screen is called **Soft copy**.
- The number of pixels displayed on a screen is known as **Resolution**.
- **Compiler and Interpreter** perform the same task of converting **high level language into machine language** but the difference is that the interpreter takes one statement, translates it, executes it and then takes another statement. While the compiler translates the entire program in one go and then executes it. Compiler generates the error report after the translation of the entire page while an interpreter will stop the translation after it gets the first error.

BankExamsToday Express Bites: Part 5

- **Basel 1** norms focused entirely on **credit risk**. Credit risk refers to the risk that a borrower may not repay a loan and that the lender may lose the principal of the loan or the interest associated with it. **India** adopted Basel 1 guidelines in **1999.**

- **The Reserve Bank of India** has extended the timeline for full implementation of the **Basel III** capital regulations by a year to **March 31, 2019**.

- **Bombay Stock Exchange (BSE)** is India's and **Asia's oldest stock exchange** while **Amsterdam Stock Exchange** is the **oldest in the world** which was established in 1602 by Dutch East India Company.

- Under **Aadhar Enabled Payment System (AEPS)**, the maximum amount of transaction per account per day is **Rs. 50,000**.

- **Nepal Remittance Scheme** is a cross-border one way service from India to Nepal for a maximum amount of **Rs. 50,000.**

- **Brown label' ATM** are those ATM's where hardware and the lease of the ATM machine is **owned by a service provider**, but cash management and connectivity to banking networks is provided by a sponsor bank whose brand is used on the ATM.

- **Forex market** is also known as the currency market currencies from all over the world are traded here. It is the l**argest and the most liquid financial market** in the world. Currency trading is conducted electronically **over-the-counter (OTC)**, which means that all transactions occur via computer networks between traders around the world, rather than on one centralized exchange. The market is open 24 hours a day & five and a half days a week.

- **Current accounts** are opened for business transactions, on the name of firm or company .Banks offers **no rate of interest** on money held in current account.

- **MUDRA bank loan** is a special loan for small business and entrepreneurs to help them to grow in our country. It is of 3 types: **Shishu**, where loan of upto Rs. 50,000 is offered; **Kishor**, where amount of loan may vary from Rs 50,000 to Rs 5 lakh and **Tarun**, where loan is offered upto Rs 10 lakh.

- **Participatory notes**, also referred to as "P-notes," are financial instruments used by investors **that are not registered** with the Securities and Exchange Board of India (SEBI) to invest in Indian securities. Brokers and FII (Foreign Institutional Investor) registered with SEBI issue them.

- **According to Section 22** of the Reserve Bank of India Act 1934, the RBI has sole right or authority to issue currency notes **except one rupee note** (issued and signed by finance secretary).

- An **overdraft** is a facility granted by the bank to a current account holder where he can carry out debit transaction even if the amount available on the account is insufficient, and up to predefined maximum amount agreed upon by the Bank and the customer. At the end of the month some fees and interest is applied for the use of this facility.

- **CRR (Cash Reserve Ratio)** is a certain percentage of the total bank deposits that has to be kept in the current account with RBI and banks do not have access to that amount for any economic activity or commercial activity.

- **Cheque Truncation System (CTS)** is a cheque clearing system undertaken by the Reserve Bank of India (RBI) where instead of physical cheque, **an electronic image of the cheque** is transmitted to the drawee branch, along with relevant information like data on the MICR band, date of presentation, presenting bank, etc

- A financial market where instruments like securities, bonds having short term maturities usually less than one year are traded is known as **Money market**. It is regulated by Reserve Bank of India.

BankExamsToday Express Bites: Part 6

- The **1st national income estimation** was done by **Dadabhai Naoroji** for the year 1867-68 while the **1st scientific estimate** was made by **Prof V.K.R.V Rao** for the year 1931-32.

- **Money laundering** refers to the process of conversion of money obtained illegally to appear as if it originated from legitimate sources in order to convert black money into white money.

- **Financial inclusion** means the provision of the **delivery of financial services** at affordable costs to sections of disadvantaged and low-income segments of the society.

- When the rate of **inflation increases**, purchasing power of money decreases. Inflation arises when consumer demand for goods and services is greater than the available supply or sellers increase their pricing in order to cover up increased production cost such as labour and components of the items they produce.

- **Letter of credit** is a letter that guarantees that the buyer will make payment to the seller of goods on time. Bank requires collateral for issuing it as if buyer defaults, bank will have to pay the amount. It is a useful instrument in international trade.

- **Initial minimum paid-up capital** for a private bank to commence business in India is 200 crore which need to be raised to 300 crore within 3 years. The promoter needs to contribute at least 40% paid-up capital which will be locked for 5 years.

- **DICGC (Deposit Insurance and Credit Guarantee Corporation)** was established on 15 July 1978 under DICGC Act 1981 to provide insurance cover to the bank customers for the money deposited in the bank. It insures a maximum amount of 1 lakh for both principal and interest amount.

- **Scheduled banks** are those included in 2nd schedule of RBI Act 1934 with reserves and paid-up capital not less than **Rs. 5 lakh.**

- In **Regional rural Banks**, Central government has shareholding of 50%, state government has shareholding of 15% and sponsor bank has shareholding of 35%.

- All Deposit accounts which have not been operated for 10 years or more are called **unclaimed accounts.**

- **NBFC** cannot accept demand deposits. They do not form part of the payment and settlement system and cannot issue cheques drawn on itself. Deposit insurance facility of Deposit Insurance and Credit Guarantee Corporation is not available to depositors of NBFCs.

- The State Bank of India was formerly known as "**Imperial Bank of India**" during the British rule. It was established on 1st July, 1955 under the recommendations of "**Gorwala committee**".

- **Narrow banking** is a type of banking in which banks invest money mostly in government bonds and securities to avoid risk.

- **Sir Osborne Smith** was the first governor of Reserve Bank of India.

- Tagline of Punjab and Sindh Bank is "**where service is a way of life**" while that of Punjab

National Bank is "**The name you can bank upon**".

BankExamsToday Express: Part 7

- **BPS** stands for Bits per Second. It measures the **speed of data transmission** i.e. the number of bits of data that can be transmitted each second.
- **Chief component** of first generation computer was **vacuum tubes and valves**. Internal storage consisted of magnetic drums and delay lines. The popular brand of first generation computer was **IBM 650**. The PS/2 connector is a 6-pin Mini-DIN connector which is used for connecting keyboards and mouse to a computer system.
- **EBCDIC** stands for Extended Binary Coded Decimal Interchange Code. It is an **8-bit code** that defines **256 symbols**.
- An **algorithm** is a set of instructions, sometimes called a procedure or a function, used to perform a certain task.
- The world's **first laptop computer** was introduced in market in **1981 by Epson**.
- **Local Area Network (LAN)** is usually confined to a small geographical area such as a single building or a college campus or home. It is small in size but usually provides higher data transfer rates.

- **Power On Self-Test (POST)** is a built-in diagnostic program that checks hardware such as bus, ports, hard drives, keyboard, display, memory etc to ensure that everything is present and functioning properly.
- **Icons** are small images on desktop that represent various computer's applications or programs, files folders, printers and other things.
- **URL** stands for Unique Resource Locator. It specifies the internet address of a file stored on a host computer connected to the internet. For example: http://www.bankexamstoday.com
- A person who uses his/her expertise to get access to other people's computer to gain information illegally or do damage is called **Hacker.**
- A **protocol** is a set of rules and standards which is used by computers to exchange data and information with each other on a network.
- **Clipboard** is a temporary storage area for information that we have copied or moved from one place to another. For example: when we select a text or image and use Cut or Copy

command, the text is placed in clipboard until we use the paste command.

- The **autocorrect** feature is present in MS Word under **Review option** of menu bar. It automatically corrects certain spelling, typing, capitalization or grammatical errors.

- The term **download** refers to the receiving of information from remote system or server on a local system over the internet.

BankExamsToday Express Bites: Part 8

Function key **F5** is used to view **slide show** in Microsoft Powerpoint.

Internet Protocol (IP) address is a **32 bit binary number** usually represented as 4 decimal values, each representing 8 bits, in the range of 0 to 255 separated by decimal points. Every computer on a network has a unique IP address.

A **database** is a collection of information that is organized so that it can be easily accessed, managed and updated.

When a computer is left alone for some time, it goes into sleep or **standby mode** where it slows down its internal processes to save energy.

System software is computer software designed to operate the computer hardware and to provide a platform for running application software. System software is composed of operating system and system utilities.

An **instruction** prepared in machine language has two parts: **Op-code** is the command or operation and it tells the computer what to perform while **Operand** tells the computer where to find or store data or instructions that is to be manipulated.

An **assembler** translates the symbolic instruction code of programs written in Assembly language into machine language.

4 bits form a **nibble** while **8 bits** form a **byte.**

The **buses** are the means by which the CPU (Central Processing Unit), memory and input- output devices communicate with each other.

The **first microprocessor** built by the Intel Corporation was called **4004.**

Artificial Intelligence is the science that attempts to produce machines that display the same type of intelligence that humans have.

WYSIWYG is a acronym for "**What You See Is What You Get**" It is a generic term which means that what you see on your screen is what you are going to get as print out on your printer.

Facsimile transmission (fax) is the use of regular voice-quality telephone lines to send copies of documents, which may include graphics as well as text.

MPEG stands for **Moving Picture Experts Group**. It is a video file compression system used on the web. An **unexpected shutdown** either of a program or the whole system is known as **crash.**

Bank ExamsToday Express Bites: Part 9

- **CPI** stands for **Consumer Price Index**. Inflation is measured using CPI. The percentage change in this index over a period of time gives the amount of inflation over that specific period, i.e. the increase in prices of a representative basket of goods consumed.
- The **difference between total revenue and total expenditure** of the government is termed as **fiscal deficit.** It is an indication of the total borrowings needed by the government.
- Headquarters of **Corporation bank** is in **Mangalore** and its tagline is "**A premier public sector bank**"
- **Government budget** is an annual statement, showing the item-wise estimation of receipts & expenditure during a fiscal year.
- Second Time **Nationalization** of 6 banks was conducted in **1980.**

- Bank of Bombay , Bank of Madras and Bank of Bengal formed the **Imperial Bank of India** in 1921.
- When RBI came into existence on **1 April 1935** it was Privately Owned. In 1949 it was nationalised.
- **Reverse repo rate** is the rate at which the central bank of a country (Reserve Bank of India in case of India) borrows money from commercial banks within the country. It is a monetary policy instrument which can be used to control the money supply in the country.
- **Bancassurance** means selling insurance product through banks. Banks and insurance company come up in a partnership wherein the bank sells the tied insurance company's insurance products to its clients.
- **Audit** is the examination or inspection of various books of accounts by an auditor followed by physical checking of inventory to make sure that all departments are

following documented system of recording transactions. It is done to ascertain the accuracy of financial statements provided by the organisation.

- **Term insurance** is life insurance policy which offers death benefit to the insured in case of unforeseen circumstances. However there is no survival,benefit if he outlives the policy term.
- The **highest denomination note** of Rs. 10,000 was printed first time by **RBI in 1938.**
- **Soiled notes** are the notes which becomes dirty due to usage and it also include a two piece note pasted together.

- **Prime Lending Rate** is the rate at which banks lend to their best (prime) customers. It is usually less than normal interest rate.
- **"CIBIL"** stands for Credit Information Bureau India Limited, now known as **TransUnion CIBIL** Limited. It is India's first Credit Information Company(CIC). CIBIL collects and maintains records of an individual's payments pertaining to loans and credit cards.

BankExamsToday Express Bites: Part 10

- An **open-ended fund** or scheme is one that is available for subscription and repurchase on a continuous basis. These schemes do not have a fixed maturity period. Investors can conveniently buy and sell units at Net Asset Value (NAV) related prices which are declared on a daily basis.
- **Gilt funds** are those funds which invest exclusively in government securities to reduce risk factor.
- A **load fund** is one that charges a percentage of NAV for exit. That is, each time one sells units in the fund, a charge will be payable. This

charge is used by the mutual fund for marketing and distribution expenses.

- **Tier two (or Tier II)** capital, also known as supplementary capital refers to one of components of regulatory capital. The elements of Tier II capital include undisclosed reserves, revaluation reserves, general provisions and loss reserves, hybrid capital instruments, subordinated debt and investment reserve account.
- The risk that the interest rate of different assets, liabilities and off-balance sheet items may change in different magnitude is termed as **basis risk**.

- **Hedging** means taking actions that would either eliminate or reduce exposure to risk.
- A **forward contract** is an agreement between two parties to buy or sell an agreed amount of a commodity or financial instrument at an agreed price, for delivery on an agreed future date. Difference between **futures contract** and **forward contract** is that a forward contract is not transferable or exchange tradable, no standardized terms and no margin is exchanged.
- A **nostro** account is our account in a different country and a **vostro** account is a foreigner's account in our country. A nostro account is always in foreign currency while a vostro account is in Home currency.
- Under **Written Down Value Method** of depreciation , amount of depreciation varies every year.

- **Credit derivatives** are defined as off-balance sheet financial instruments that permit one party (beneficiary) to transfer credit risk of a reference asset, which it owns, to another party (guarantor) without actually selling the asset
- The term "**Balance of Trade**" means the difference between the amount of the imports and exports of a country.
- **Floating debt** denotes that part of the public debt which consists of short term borrowings by the Government.
- The definition of the **priority sector** was first formalised in **1972** by Reserve Bank of India.
- **NIKKEI** is a share price index of Tokyo share market.

BankExamsToday Express Bites: Part 11

- In **hexadecimal** numbering system, we use numbers from **0 to 9** and capital letters **A to F.**
- India's first computer was installed at **Indian Statistical Institute at Calcutta in 1955.**
- The ascending order of a data hierarchy is: **Bit – Byte – Field – Record – File – Database**

- The register that contains the data to be written into or readout of the addressed location is called **Memory Data Register.**
- The individual dots that form the image on a monitor are called **pixels**.

- Today's computer giant **IBM** was earlier known as **Computer Tabulating Recording Corp**. which was changed in 1924.
- **John Whitney** is known as the **father of Computer Animations.**
- **File Infector viruses**, also known as parasitic viruses that usually infect executable program files.
- **Firewall** is network security system that protects, monitors, or prevents use of network from unauthorized users. It also monitors the incoming and outgoing traffic based on some specified rules of a system.
- World's **first computer mouse** was invented by **Doughlas Engelbart in 1964**.
- A **404 error** comes when you try to access a resource/webpages that does not exist, this can be because the link is broken, the website/URL is mistyped or the item/webpage has been moved / deleted.
- Full form of **GOOGLE** is **Global Organisation of Oriented Group Language of Earth**.
- In **full-duplex transmission mode** devices can transmit and receive data simultaneously. For e.g. telephone conversation.
- **Hybrid topology** is a combination of any two or more network topologies. It is extremely flexible and reliable but expensive.
- An extremely fast computer capable to perform hundreds of millions of instructions per second is called **Super Computer**. It is basically used for weather forecasting, stock market analysis, scientific calculations, research analysis etc.

BankExamsToday Express Bites: Part 12

- Full Form of **IRR** is **Internal Rate of Return**
- **Bad credit** is a term used to describe a poor credit rating including an account in default.
- Through **Cross Currency Options**, RBI has allowed Indian companies to hedge exchange rate risk associated with trade transactions.
- **Clearing Bank** is the one which settles the **debits and credits** of the commercial banks. Even the cash balances are lesser; clearing bank facilitates banking operation of the commercial bank.
- Insurance companies in India are regulated by **IRDA.** This agency's headquarters are in **Hyderabad**, Telangana.
- **Mortage** is a written constructive pledge of property that is used as security for the repayment of a loan.

- Coins up to 50 paise were called '**Small Coins**' and coins of rupee one and above are called as '**Rupee Coins**'.

- **Bancassurance** refers to the distribution of insurance policies and insurance products of insurance companies which may be a life policies or non-life policies, by banks as corporate agents through their bank branches located in different parts of the country by charging a fee.

- **P J Nayak committee** was formed to review governance of Boards of banks in India.

- **EXIM** (Exporters and Importers) bank of India was established in **1982.** It facilitates financial assistance for exporters and importers to promote foreign trade of India.

- **FII – Foreign Institutional Investors** – Investment in financial assets like bonds, mutual funds, stocks of a foreign company.

This gives investors' only ownership right not management right.

- Currency notes and **coins of one rupee and lower denominations** are issued by the Ministry of Finance.

- **CASA Ratio** is the ratio of deposits in the form of current and savings account to the total deposits. Normally expressed in percentage. High CASA ratio is more advantageous.

- **Travellers' cheque** is a prepaid instrument issued by a bank, which can be substitute of cash.

- **CRISIL** –Credit Rating Information Services of India Limited founded in **1987**, headquarters in Mumbai. It is the largest credit rating agency in India. Its majority shareholder is Standard and Poor's.

BankExamsToday Express Bites: Part 13

- **South Indian bank** is the first among the private sector banks in Kerala to become a **scheduled bank in 1946** under the RBI Act. It has headquarters in **Trissur**. Tagline of this bank is '**Experience next generation Banking'.**

- Full form of BCBS is **Basel Committee on Banking Supervision.**

- **Amortization** is the repayment of principal and interest components of a loan over a period of time.

- **Sale Deed** is a legal document which transfers the ownership of the property or objects for a mentioned price.

- **Zero Liability Protection**- A bank gives this guarantee that if credit card is lost or stolen, you may not be responsible for unauthorized

purchases made with that card if you report the theft promptly.

- In share market, **Bear** is a person who expects prices to fall and sells securities hoping to make a profit by subsequently repurchasing at a lower price.
- **Dr.TarunRamadorai committee** - To look at the various facets of household in India and to benchmark India's Position.
- CP – **Commercial Paper** is an unsecured money market Instrument issued in the form of a promissory note. It can be issued in denominations of Rs5 lakh or multiples thereof.
- **Delinquency** is a condition when loan payments are not paid according to the terms of the agreement/ Promissory note.
- **Bounced cheque** – A cheque which a bank returns unpaid because there is not enough

available balance in an account or for other reasons.

- **Call rate** is the rate at which the banks give loans to another banks for a short term (1 day).
- An **IMPS (Immediate Payment Service)** is an instant interbank electronic fund transfer service through mobile phones.
- **SMERA – SME Rating Agency of India** Ltd is a full service credit rating agency founded in **2005**, have headquarters in Mumbai. This agency is exclusively setup for MSME in India.
- **Kisan Credit Card(KCC)** scheme was introduced in the year **1998** to enable the farmers to purchase agricultural inputs and draw cash for their production needs.
- **Soft loan** is a loan bearing either no rate of interest or an interest rate which is below the true cost of the capital lent.

BankExamsToday Express Bites: Part 14

- **Mainframe** is the heart of a network of computer. It is used by large organizations; it allows hundreds of people to work at the same time on the same time. The latest one can

support over 25000 users and it spread over 26 miles using fiber optics.

- The biggest number we can get with **8 bits** is **255**.

- **Vinod Dham** (born 1950 in Pune, Maharashtra, India) is an Indian inventor called as the "**Father of Pentium**" for his role in the development of the Pentium processor.

- **Toggle Key** is a key used to switch two functions. 'ON or OFF'. Caps lock key, Number lock Key and Scroll lock key are the examples of Toggle Keys.

- **ZIF Socket** (Zero Insertion Force Socket) – a special socket for plugging in integrated circuits easily. The socket can be opened with a small lever or screw, the chip is dropped in, then the socket is closed.

- Full Form of **ENIAC** is **Electronic Numerical Integrator and Calculator.**

- **Function Keys** is an alphanumeric key (F1 - F12) to do a particular function. For Example F7 Key is used to choose the spelling command.

- Removing and replacing devices without turning off your computer is referred as **Plug-n-Play.**

- **Personal Area Network** is another name of Bluetooth. Bluetooth is named after the 10th century king of Denmark '**Harald Bluetooth**'. Bluetooth uses Radio Frequency.

- **FDDI (Fiber Distributed Data Interface)** is a standard for data transmission on fiber optic lines in local area network that can be extended in the range up to 200Km.

- Process of startup a computer is called **Booting.** Cold Booting checked the memory and peripheral devices before loading OS. It restarts the computer after having turned off the power. In Warm Booting it directly loads OS. It restarts the computer when computer is already on.

- **Video Processors** consists of VGA and memory, which store and process images.

- **I Message** is a free service from Apple that enables users of iOS powered devices to send text messages over Wi-Fi from mobile devices like the iPhone and IPod touch.

- **CTRL+SHIFT+F3** are used to insert the contents of the spike.

- In word processor automatically moving the insertion point to a new line when the text approaches the right margin is known as **Word Wrap.**

BankExamsToday Express Bites: Part 15

- **Microcomputer** is the smallest general purpose processing system that can execute program instructions to perform a variety of tasks. They are further classified as personal computer and home computers. Normally it is a single user system.

- The **Escape Key,** which is marked ESC on most keyboards is basically used to exit or escape from programs and tasks.

- To go to previous sheet **Ctrl + Pg Up** shortcut is used.

- In computer networks, a **proxy server** is a server that acts as an intermediary for requests from clients seeking resources from other servers.

- **Meg** refers to the amount of memory or space, when used to describe data storage. A unit of computer memory made up of 8 bits. Every letter or number we type takes up 1 byte of space.

- **Codes** consisting of bars or lines of varying width or lengths that are computer readable are known as Barcodes. The Barcode Reader scans the information on the barcodes and transmits to the computer for further processing.

- **VRAM** (Video RAM) is a special type of RAM used on video cards.

- **AND Gate** is a logic circuit that functions like the logical operator AND, yielding a true output when both inputs are true, otherwise yielding a false output.

- Full form of **UDP** is User Datagram Protocol.

- **Disk Defragmentor** is a utility, it increase the speed of disk by rearranging the files and free space of computer.

- **Bridge** is a device that connects a local area network (LAN) to another local area network that uses the same protocol.

- **Shift key** is a button that makes character either upper or lower case and number to symbols.

- **PoS or Point of Sale** refers to the capturing of data of payment information at a physical location when goods are bought and sold. Pos Transaction is captured using computer, cash registers, optical and barcode scanners, magnetic card readers or any combination of these devices.

- **Soft copy** is the intangible output, and the hardcopy is the printed output.

- The **C++ language** was developed by **Bjarne Stroustrup** at AT&T in 1980's. It has been one of the most important language for both education and industrial programming.

BankExamsToday Express Bites: Part 16

- **Hard loan** is a loan whose commercial rate of interest is changed and no concessions are given to the debtor.
- **E-Lobby** is a new facility provided by the bank to empower all customers to do their banking transactions as per their convenience without any time restriction.
- **ICRA (Investment information and credit rating agency)** is a public limited credit rating company founded in 1991. It is headquartered in Gurgaon. Its majority shareholder is Moody's.
- Full form of **LIBOR** is London Inter-Bank Offered Rate.
- **R.Gandhi committee** is a high powered committee on urban co-operative banks.
- **Bank Rate** is the rate at which RBI the central bank of the country allows finance to commercial banks.
- **Ways to Means Advances** (WMA) is the short term credit from the central bank to the government which allows the government to meet its immediate.
- **Down payment** is an amount that has to be paid by the borrower upfront while taking a loan.
- **Allahabad bank** is the oldest public sector bank in India having branches all over India and serving customers for the last 132 years. It is headquartered in **Kolkata** (West Bengal). Slogan of this bank is '**A tradition of trust**'.
- **Fiat money:** Currency which is legally decreed as valid means of financing transactions. It is legal tender.
- **Foreign Trades** are classified into three types. (1)**Import trade**- It refers to purchase of goods by one country from another country. (2) **Export trade**- It refers the sale of goods by one country to another country. (3) **Entrepot Trade** – It is also known as Re-export. It refers to purchase of goods from one country and then selling them to another country after some processing operations.
- **Dormant Account** is a bank account in which there have not been any transactions for 2 years.
- **Capital Market** is the market in which long term securities such as stocks and bonds are bought and sold.
- **SARFAESI Act** – The Securitization and Reconstruction of Financial Assets and Enforcement of Security Interest Act 2002, it allows banks and financial institutions to auction properties when borrowers fail to repay their loans.

- **Multicity Cheque** is a cheque issued by a customer under a pre-approved arrangement with the bank whereby the bank agreed to pay them at designated centers and branches in the country.

BankExamsToday Express Bites: Part 17

- **Cache memory** is a small, high speed RAM buffer located between the CPU and the main memory. It buffers or holds a copy of instructions currently being used by the CPU.
- **EEPROM** (Electronically Erasable PROM) is a type of ROM in which data can be erased by sending a special electric charge. Chip can be then reprogrammed. Modern computers use EEPROM to store BIOS.
- **Parallel Port** is a type of port which transmits and receives several bits of data at a time. It is used to connect Printers. Serial port is a type of port that transmits only one bit at a time. It is used to connect hard disk, CD-ROM.
- **FORTRAN** (Formula Translator) is a high level language which is used for scientific and engineering field.
- **Assemblers** translate the assembly language codes into machine codes.
- Shortcut key **Alt+I+C** is used to insert new column.
- **Hubs** are used to connect together two or more Ethernet segments of any media type. A hub takes any incoming signal and repeats it out all ports.
- **Downlink** is a term related to receiving data from a satellite.
- **Array** is a group of logically related elements identified by a single name.
- Full form of **DIMM** is Duel Inline Memory Module.
- **Gigabyte** represents one billion characters.1 Giga byte is equal to 1024 Megabyte.
- **Pseudo code** is a cross between human language and a programming language.
- **Backup** is protecting data by copying it from the original source to a different destination.
- **Haptic technology** refers to technology which interfaces the user via the sense of touch by applying forces, vibrations and motions to the users. Game controllers, joy sticks are the common form of simple haptic devices.
- **XOR Gate** is a logic circuit that functions like the logical operator known as exclusive OR, yielding a false output when both inputs are true or both are false and otherwise yielding a true output.

BankExamsToday Express Bites: Part 18

- Full form of **UIDAI** is Unique Identification Authority of India.

- **Debenture** is a stock that a company issues which are backed by assets.

- **Unit banking** tends to be localized; each bank maintains a single office. In exceptional cases it may also have branches, but within a strictly limited area.

- **Surcharge** is an additional charge imposed for a specific service, product or purpose. It is a fee charged on a card transaction by the acceptor to cover the additional cost of taking a card rather than cash or cheque.

- **Drawee** is a person or entity on whom a draft or bill is drawn by the drawer.

- **Asian Development Bank** (ADB) is a regional development bank to facilitate economic development of countries in Asian Pacific region. It is established in **1966**. It is headquartered in **Manila** (Philippines).

- **Disinflation** is decrease in the rate of inflation a slowdown in the rate of increase of the general price level of goods and services in the nation's GDP over time.

- **Hard Currency** is a currency traded in a foreign exchange market for which is persistently high relative to the supply. E.g. Pound, Euro and Dollar.

- **Cheap money policy** is that monetary policy in which loans and advances are made available on low interest rate and easy terms to industries, businessmen and consumers.

- The first Bank in India to be given an **ISO certification** is **Canara Bank**, headquartered in **Bangalore** (Karnataka). Slogan of this bank is 'we are changing for you (or/and) Together we can'.

- **EEFC account (Exchange Earner's Foreign Currency Account)** is an account maintained in foreign currency with an Authorized dealer (i.e) a bank dealing in Foreign Exchange.

- **Sudarshansen committee** is to study the regulatory issues relating to financial technology and digital banking in India.

- **Public sector banks** in India are banks where majority share that is more than 50% of share is held by government.

- **ONICRA** is private sector credit rating agency which is set up by Onida finance, headquartered in Gurgaon, India.

- A cheque which is presented for a payment after 3 months from the date of cheque is called **Stale cheque.**

BankExamsToday Express Bites: Part 19

- **Wi-Fi (Wireless fidelity)** is also known as wireless networking, commonly using 802.11b protocol. Hardware that displays the Wi-Fi claims 802.11b compliance should interconnect seamlessly.
- The full form of **HTTP** is Hyper Text Transfer protocol.
- **VLSI – Very Large Scale Integration**- Design and production technique to place thousands of electronic components within a small integrated chip.
- **C** is a programming language that has been widely used for operating systems and applications. Many versions of UNIX based operating Systems are written in C.
- Device that performs an action or outputs a signal in response to a signal from a computer is called **Actuator.**
- A **Scanner** is used to read handwritten or printed text to make a digital image that is stored in memory.
- **Template** is a pre-defined document that already has coordinating fonts, a layout and a background.

- Collection of interrelated records is called **database.**
- **John Ven Neumann** invented EDSAC computer.
- **Bcc (Blind Carbon Copy)** refers to the practice of sending a message to multiple recipients in such a way that hide the fact that these may be additional addresses from the complete list of recipients.
- **Routers filter** out network traffic by specific protocol rather than by packet address. An IP router can divide a network into various subnets so that only traffic destined for particular IP addresses can pass between segments.
- In **OSI model**, the Physical layer takes note of the electrical signals that transmit data throughout system.
- **Ethernet**, Local Talk, Token Ring and FDDI are the most common protocols.
- **Packet switching** refers to protocols in which messages are broken up into small packets before they are sent. Each packet is transmitted individually across the net and

- may even follow different routes to the destination.

- To hide comments, Right **click + H** shortcut key is used.

BankExamsToday Express Bites: Part 20

- A legal action in which a person who is not able to repay his loans satisfactorily is declared **bankrupt** by a court order.

- **Basis point**- one-hundredth of one percentage point (i.e.0.01%), normally used for indicating **spreads or cost of finance.**

- **Collateral** is an asset pledged to a lender to guarantee repayment. Collateral could include savings, bonds, insurance policies, jewellery,property that are pledged to pay off a loan, if payments are not made according to the contract.

- **Drawer-** the person who makes or draws a bill of exchange or cheque is called drawer.

- The full form of SWS is **Single Window Scheme**.

- Inflation in India is measured on **Gross Domestic Product**.

- **Electronic Clearing System (ECS)** is an Electronic mode of payment or receipt for transactions that are repetitive and periodic in nature.

- **CAMEL** denotes Capital adequacy, Asset quality, Management, Efficiency and Liquidity.

- All commercial banks including branches of foreign banks functioning in India, local area banks and regional rural banks are insured by **DICGC**.

- **NASDAQ** (National Association of Securities Dealers Automated Quotations) owned and operated by the NASD, NASDAQ is the computerized network that provides price quotations for securities traded over the counter as well as many listed securities.

- **Jasbir Singh committee** is the committee on differential premium system for banks in India.

- If a cheque bears a date earlier than the date on which it is presented to the bank, it is called **anti dated cheque**.

- **Demand deposits** are the deposits which are withdrawn on demand by customers.e.g. Savings and current account deposits.

BankExamsToday Express Bites: Part 21

- **Howard Akin** of Harvard university develop **Harvard Mark - I**. This was the first machine ever to execute pre programmed instructions without manual interface.

- A **minicomputer** may be defined as a small general purpose computer that is capable of handling large amount of data from multiple users working simultaneously.

- **Joy stick** is used to move the cursor from place to place and to click on various items in programs. Joy stick is used mostly in computer games.

- **Printer** is an output device that prints text or images on paper or other media. The two main typea of printers are Impact printers and non impact printers.

- **PROM- Programmable Read Only Memory** - is a type of ROM. After the data is programmed into ROM, it can't be erased or changed.

- **BASIC (Beginners All Purpose Code)** is an high level language used for symbolic Instruction teaching.

- **Firmware** is a software program or set of instructions programmed on a hardware device. It provides the necessary instructions for how the device communicates with the other computer hardware.

- **Multiprocessing** - A computer processing mode that provides for simultaneous processing of two or more programs or routines by use of multiple CPU's within a single computer system.

- The full form of OOPS is **Object Oriented Programming System.**

- To activate the ruler, **CTRL + SHIFT +F10** is used.

- **Tablet** is a mobile computer without a keyboard. It has a moniter that forms one side of the device. The moniter is touch sensitive and can present a virtual keyboard when input is required.

- The **legal right to use software** based on specific restrictions is granted via a software license.

- The **speed of clock frequency** of a microprocessor is measured in **hertz.**

BankExamsToday Express Bites: Part 22

- **LP. Parthasarathi committee** is a committee on data standardization.

- **DICGC (Deposit Insurance and Credit Guarantee Corporation)** is a subsidiary of

Reserve Bank of India, headquartered in Mumbai. It provides insurance of deposits and guaranteeing of credit facilities.

- **Bearer cheque** refers to a cheque that is payable to whoever presents the cheque.

- **Hyper Inflation** is the extremely rapid escalation of prices for goods and services.

- The full form of **NMCEX** is **National Multi Commodity Exchange**.

- **Depreciation**- amounts charged to provide for the part of thd cost or book value of a fixed asset, which is not recoverable when it is finally put out of use.

- **Term loan** is a bank advance for a specific period, normally three to ten years. It is repaid with interest usually by regular periodical payments.

- When articles of value like jewellery, wills, government bonds or other documents or articles are given to a bank for safe keeping under mutually agreed terms in its safe vault is called **safe custody.** Bank charges a fee from its clients for such safe custody.

- **Quick assets** refers to assets which are liquid or nearly liquid in nature and easily be turned into cash.

- **Prime rate** is the rate on which each bank fixes its own prime lending rate for advances.

- **Mutilated bank note** is a bank note of which a portion is missing or which is composed of more than two pieces.

- **Bank of Baroda** established in 1908 in the princely state of Baroda was founded by Maharaja Sayaji Rao-III, nationalised in 1969. It is headquartered in Baroda (Gujarat). Slogan is **India's International Bank.**

- **The first Indian bank** to have been started solely with Indian capital is Punjab National Bank. It is formed on the efforts of Lala Lajpat Rai.

BankExamsToday Express Bites: Part 23

- **PL/1 - Programming language** 1 is the high-level language used for scientific and commercial application area.

- **DRAM- Dynamic RAM** uses capacitors to store memory. It requires refresh.

- **Interpreter** translates and executes each program statement one at a time, instead of producing a complete machine language program like assemblers and compliers do.

- **PS/2 connector** is a 6 pin Mini-DIN connector used for connecting some keyboards and mice to a PC compatible computer system.

- **Title Bar** is located along the top of a window or a dialogue box that displays the name of the window or software program being used.

- **Intranet** is a private network utilising internet type tools, but available only within that organisation. For large organisations, an intranet provides an easy access mode to corporate information for employees.

- **Star, Star-Wired Ring, Tree, Linear Bus** are the main types of physical topologies.

- **Transceivers** are used to connect nodes to the various ethernet media. Allowing them to be connected directly to ethernet without requiring an external transceivers

- **Cc- carbon copy** the term refers the sending copies of an electronic message to secondary recipients.

- The full form of CMOS is **Complementary Metal Oxide Semiconductor.**

- When using a web browser to display web pages hosted by a web server, your computer would be acting as a **web client.**

- **Virtual Reality-** A simulated three-dimensional environment, displayed in real time with interactive capabilities.

- **UNIX** a multitasking operating system. It is big push it that it allows one server to service many different end users at one time.

BankExamsToday Express Bites: Part 24

- The bank which was inaugurated by **Mahatma Gandhi** in 1919 is **Union bank of India**.

- When the ATM is connected to the bank's database and provides online real-time access to the customers' accounts, it is said to be **Online ATM.**

- **Speculators** are those participants who trade in the markets essentially for making the profit from the anticipated up/down movement in the price of the currency.

- **Demand-pull inflation,** if inflation is supposed to be caused by increases in aggregate demand due to availability of excess money which can be increased private and government spending etc.

- **WTO- World Trade Organisation** is an organisation that intends to supervise and liberalise international trade, headquartered in Geneva, Switzerland. It is established in January,1995.

- **ALCO- Asset Liability Committee** is a strategic decision-making body, formulating and overseeing the function of Asset Liability Management if a bank.
- **Current Ratio** is also called Acid test ratio. It is the ratio of current assets to current liabilities.
- **Debtor** - a person who takes some money on loan from another person.
- **Indemnity** is a bond where the indemnifier undertakes to reimburse the beneficiary for any loss arising due to his actions or third party actions.
- **Penal Interest** - Additional interest over and above the contracted rate that is levied by lenders on amounts that remain unpaid beyond the due date and non-adherence to the terms of sanction.
- **Tied loan** is a loan made on condition that certain purchases are made from the lender. In foreign aid, loans are made on favourable terms on condition that capital equipment or services are purchased from the lending country.
- Full form of FLCC is **Financial Literacy and Credit Counselling**.
- **TCS- Tax collected at source** means a collection of tax at source by the seller or collector from the buyer.

BankExamsToday Express Bites: Part 25

- **Static RAM's** are volatile in nature but they need no regenerator to retain the data. It uses transistors to store information.
- **Buffer** is a region of memory used to temporarily hold data while it is being moved from one place to another.
- **OCR (Optical Character Recognition)** - It permits the direct reading of any printed character like MICR. With OCR, a user can scan a page from a book. The computer will recognise the characters in the page as letters and punctuation marks and stores.
- **PASCAL** is a high-level language named after thw french philosopher. This language is used in Teaching area.
- The full form of IRC is **Internet Relay Chat**.
- Shortcut **ALT+SHIFT+F2** is used **to choose the save command** in file menu.
- Errors caused by faulty logic and coding mistakes are referred to as **bugs**. Finding and correcting these mistakes and errors that prevent the program fron running and producing correct output is called **debugging**.

- **Data link layer** is will also allow and define the error detection and correction schemes that ensure data was sent and received.

- A **star topology** is designed with each node, connected directly to a central network hub or concentrator. The hub manages and controls all functions of the network. It also acts as a repeater.

- **IP Addressing** - An IP address is a unique identifier for a node or host connection on an IP network.

- **Flowline** symbol is a flow chart shows the exact sequence in which instructions are executed.

- **Gateway** is a communication processor that connects dissimilar networks by providing the translation from one set of protocol to another.

- **Operating system** is a type of software that controls the internal operations of the computer and controls how the computer works with all its parts.

BankExamsToday Express Bites: Part 26

- The full form of **WMF** is **World Monuments Fund**.

- **Teller** is a staff member of a bank who accepts deposits, cashes, cheques and performs other banking services for the public.

- **Reverse Repo Rate** is the rate at which RBI borrows money from banks.

- **Passbook** is a book issued by a financial institution to record deposits, withdrawals and interest earned in a single account.

- Whenever a credit card holder crosses his credit limits an **over limit fee** is charged on his/her account.

- **IDA- International Development Association** - which offers concessional loans and grants to

the world's poorest developing countries. It is a member of World Bank group, established in 1960, headquartered in Washington DC.

- **Cost Push Inflation** is caused by drops in aggregate supply due to increased prices of inputs. Which means, a sudden decrease in the supply of any goods, it would increase the price of that good.

- **Hedger** is a person who uses currency futures primarily for hedging the risks arising out of extreme volatility in foreign exchange rate.

- **Stand-alone ATM** - When an ATM is not connected to any ATM network, it is said to be Stand alone. In this case, transactions at an

ATM are restricted to customers of the ATM branch and its link branches.

- India's **second largest private sector bank** and is now the largest scheduled commercial bank in India is the **Federal Bank Ltd.**

- **Central Bank of India** was established in 1911 and Nationalised in 1969. It is headquartered in **Mumbai**. The slogan of Central Bank of India is **Build A Better Life Around Us, Central to you since 1911**

- **Anand Sinha committee** is a working group on resolution regime for financial Institutions.

- In defence manufacturing, **FDI limit is 100%.** It's entry route is automatic up to 49%. Above 49% under government route.

BankExamsToday Express Bites: Part 27

- **Adware** - it comes with programs that may be purchased or download on the internet. These are usually hidden in the system, so it is very difficult to remove these programs from your system.

- A **directory** is another name for a **folder**. Files on our hard disk are organised into various folders or directories.

- In **1970, Niklaus Wirth** of Switzerland **designed Pascal** to teach structured programming, which emphasised the orderly use of conditional and loop control structures without GOTO statements.

- **Procedure Oriented Languages** provides easy to use features which allow the programmer to write processing steps required for a particular application. CIBIL, FORTRAN are the examples of procedure-oriented languages.

- **Boot record**, this term indicates the start-up of the computer when we turning it ON and loading the operating system into our computer's memory.

- The full form of **ZIFS** is **Zero Insertion Force Socket.**

- The shortcut to minimise all windows is **Windows key+M.**

- In Microsoft word, information regarding the status of NUM LOCK, CAPS LOCK and INSERT buttons is present on the **status bar**.

- In **OSI model**, Network layer provides the definition for the **connection of two dissimilar networks.**

- A **Linear bus topology** consists of a main run of cable with a terminator at each end. All nodes are connected to the linear cable.

- **Broadband** is a network connection with high enough bandwidth to allow for streaming audio and video.

- **Single clicking** is an action where the pointer touches the object, then you quickly press and release the primary mouse button once.