# TSA Foundations of Information Technology Practice Exam (Sample)

## Study Guide


**Everything you need from our exam experts!**

# Table of Contents

# Introduction

**Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.**

**This guide was designed to help you do exactly that.**

**Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.**

**The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:**

- **Practice answering questions under realistic conditions,**
- **Improve accuracy and speed,**
- **Review explanations to strengthen weak areas, and**
- **Approach the exam with greater confidence.**

**We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.**

**Remember: successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.**

**Let's begin.**

# How to Use This Guide

**This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here’s how to get the most out of your Examzify study guide:**

### 1. Start with a Diagnostic Review

**Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.**

### 2. Study in Short, Focused Sessions

**Break your study time into manageable blocks (e.g. 30 – 45 minutes). Review a handful of questions, reflect on the explanations.**

### 3. Learn from the Explanations

**After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.**

### 4. Track Your Progress

**Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.**

### 5. Simulate the Real Exam

**Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.**

### 6. Repeat and Review

**Don’t just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.**

**There’s no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!**

# Questions

**1. Which of the following is NOT a function of an operating system?**

**A. Executing basic tasks**

**B. Interacting with hardware and software**

**C. Conducting internet searches**

**D. Managing system resources**

**2. How many terabytes make up one petabyte?**

**A. 500 terabytes**

**B. 1,000 terabytes**

**C. 2,000 terabytes**

**D. 1,024 terabytes**

**3. What is the primary function of presentation software?**

**A. To create and edit documents in a text format**

**B. To provide a platform for coding applications**

**C. To create and edit information for electronic slide shows**

**D. To manage system resources and software**

**4. What is the primary advantage of using SSDs over HDDs?**

**A. SSDs are cheaper to manufacture**

**B. SSDs offer faster data access speeds**

**C. SSDs are easier to install**

**D. SSDs can store more data**

**5. Which file type is primarily used for raw text without formatting?**

**A. Microsoft Word file (.doc)**

**B. Portable Document Format (.pdf)**

**C. Text file (.txt)**

**D. Word Open XML document (.docx)**

**6. Which of the following correctly describes the difference between HTML and CSS?**

- **A. HTML handles design while CSS handles content**
- **B. HTML is for content and CSS is for design and style**
- **C. HTML and CSS serve the same function in web development**
- **D. HTML is more efficient than CSS**

**7. In business operations, what are processes defined as?**

- **A. Strategies for human resource management**
- **B. Systems used in daily operations**
- **C. Software applications for accounting**
- **D. Hardware used for data collection**

**8. Which of the following is an example of hardware in a computer system?**

- **A. The operating system software**
- **B. An antivirus program**
- **C. A hard drive**
- **D. A web browser**

**9. Which component is responsible for the performance of tasks in a computer?**

- **A. The motherboard**
- **B. The CPU**
- **C. The RAM**
- **D. The Network Interface Card**

**10. What does the CTRL+W shortcut do?**

- **A. Insert hyperlink**
- **B. Find in page**
- **C. Close/Quit the document**
- **D. Create a new document**

# Answers

1. C
2. B
3. C
4. B
5. C
6. B
7. B
8. C
9. B
10. C

# Explanations

## 1. Which of the following is NOT a function of an operating system?

**A. Executing basic tasks**

**B. Interacting with hardware and software**

**C. Conducting internet searches**

**D. Managing system resources**

**An operating system plays a crucial role in managing hardware and software components of a computer, as well as executing essential tasks. It handles the execution of basic tasks by providing a user interface, managing input and output operations, and coordinating tasks between various applications and the hardware. Additionally, it interacts with hardware and software to facilitate effective communication, enabling applications to utilize system resources efficiently. The management of system resources is another key function of an operating system. It allocates memory, schedules processor time, and manages storage and peripheral devices, ensuring that applications can run smoothly without conflict. Conducting internet searches, on the other hand, is not a core function of an operating system. While users often use an operating system to access web browsers or search engines for this purpose, the actual process of searching the internet is handled by applications designed for that task, not the operating system itself. Therefore, this option is correctly identified as not being a function of an operating system.**

## 2. How many terabytes make up one petabyte?

**A. 500 terabytes**

**B. 1,000 terabytes**

**C. 2,000 terabytes**

**D. 1,024 terabytes**

**One petabyte is equivalent to 1,000 terabytes when using the standard decimal system, which is commonly used in data storage contexts. This system is based on powers of ten, where the prefix "peta" denotes 10^15 (1,000,000,000,000,000), and "tera" denotes 10^12 (1,000,000,000,000). In this decimal system: 1 petabyte = 1,000 terabytes. This means that when you multiply 1,000 terabytes by 1 petabyte, you will arrive at the total storage capacity that a petabyte allows. This understanding is important not just for theoretical knowledge but also for practical application in fields such as data management, cloud storage, and big data analysis.**

## 3. What is the primary function of presentation software?

**A. To create and edit documents in a text format**

**B. To provide a platform for coding applications**

**C. To create and edit information for electronic slide shows**

**D. To manage system resources and software**

**The primary function of presentation software is to create and edit information for electronic slide shows. This type of software enables users to design visually appealing slides that can incorporate text, images, graphics, and multimedia elements. These slides can effectively convey information during presentations, making it easier for the audience to grasp key points and engage with the content. Presentation software typically offers tools for organizing content logically, applying various design templates, and providing features like transitions and animations to enhance the delivery of information. This dynamic way of presenting is widely used in educational settings, business meetings, and conferences, where clear communication is essential. In contrast, other options pertain to different functionalities: creating and editing text documents relates to word processing software, providing a platform for coding applications is associated with development environments, and managing system resources and software pertains to operating systems or utility programs. Each of these has distinct purposes that do not align with the primary role of presentation software.**

## 4. What is the primary advantage of using SSDs over HDDs?

**A. SSDs are cheaper to manufacture**

**B. SSDs offer faster data access speeds**

**C. SSDs are easier to install**

**D. SSDs can store more data**

**The primary advantage of using solid-state drives (SSDs) over hard disk drives (HDDs) is that SSDs offer faster data access speeds. This speed is primarily due to the absence of moving parts in SSDs, allowing them to retrieve and write data more quickly than HDDs, which rely on spinning disks and mechanical read/write heads. This rapid data access improves system performance significantly, particularly in tasks that involve large data transfers, booting up the operating system, and loading applications. The speed aspect also contributes to overall efficiency, as it reduces waiting times for users and helps applications run more smoothly. The speed advantage is especially noticeable in environments where quick response times are critical, such as gaming, video editing, and database management. In contrast, while SSDs have certain cost advantages and capacity developments over time, their primary edge lies in performance, making them a preferred choice for many computing needs.**

## 5. Which file type is primarily used for raw text without formatting?

**A. Microsoft Word file (.doc)**

**B. Portable Document Format (.pdf)**

**C. Text file (.txt)**

**D. Word Open XML document (.docx)**

**The correct answer is a text file with the .txt extension, primarily because it is specifically designed to store raw text information without any formatting. This means that a .txt file can hold only plain text characters, which makes it versatile for various applications that require simple text input and output. Unlike the other file types mentioned, a .txt file does not include additional features like fonts, colors, or layouts, which are common in word processing or presentation files. This simplicity allows .txt files to be easily created, edited, and read by a wide variety of text editors and applications across different operating systems. Additionally, .txt files are lightweight and take up minimal storage space, making them ideal for straightforward text storage needs. The other options involve formats that are intended for richer content. A Microsoft Word file (.doc) and a Word Open XML document (.docx) are designed for formatted text and include advanced document features like images, tables, and embedded objects. The Portable Document Format (.pdf) is used for documents that need to preserve formatting across different devices and software, intended more for sharing and viewing rather than simple text processing. Hence, the .txt file is the definitive choice for raw text without formatting.**

## 6. Which of the following correctly describes the difference between HTML and CSS?

**A. HTML handles design while CSS handles content**

**B. HTML is for content and CSS is for design and style**

**C. HTML and CSS serve the same function in web development**

**D. HTML is more efficient than CSS**

**The correct choice highlights the distinct roles of HTML and CSS in web development. HTML, or Hypertext Markup Language, is primarily used for structuring content on web pages. It defines the elements on a page such as headings, paragraphs, images, links, and other types of media. Essentially, HTML is responsible for the content and its semantic organization, determining what information is presented. On the other hand, CSS, or Cascading Style Sheets, is focused on presentation, design, and layout. CSS allows developers to manipulate the visual appearance of the HTML elements, controlling aspects such as colors, fonts, spacing, and overall layout. By separating content from styling, developers can maintain a clearer structure and easily make changes to design without altering the underlying content. This clear division between HTML and CSS enables better maintenance and scalability of websites. Developers can update styles or themes without modifying the HTML structure, promoting a more efficient workflow in web development. Understanding this separation is fundamental for anyone looking to create effective web pages.**

## 7. In business operations, what are processes defined as?

**A. Strategies for human resource management**

**B. Systems used in daily operations**

**C. Software applications for accounting**

**D. Hardware used for data collection**

**Processes in business operations refer to the systematic and structured activities that organizations use to achieve specific objectives and manage their daily functions effectively. When characterizing processes as systems used in daily operations, it encompasses a wide range of activities designed to deliver products or services, streamline workflows, and enhance organizational efficiency. This includes everything from the way tasks are delegated and managed to quality control measures and customer service protocols. By defining processes in this manner, businesses can analyze, optimize, and refine their operational practices to ensure they are working efficiently and effectively towards their goals. This understanding is crucial as it lays the foundation for continuous improvement initiatives, ensuring that every part of operations aligns with the overall strategy of the organization. Other options, while related to business operations, do not encapsulate the essence of processes as accurately. Strategies for human resource management pertain more specifically to the management of personnel rather than operational processes as a whole. Software applications for accounting involve specific tools rather than encompassing all operational procedures. Hardware used for data collection refers to the physical tools employed in business but does not represent the process, which is more about the methodology and sequence of actions taken within the business context.**

## 8. Which of the following is an example of hardware in a computer system?

**A. The operating system software**

**B. An antivirus program**

**C. A hard drive**

**D. A web browser**

**A hard drive is indeed an example of hardware in a computer system. Hardware refers to the physical components that make up a computer and can be touched or seen. The hard drive is a crucial storage device that holds the operating system, software applications, and data files, allowing the computer to retrieve and store information as needed. In contrast, the other options represent software, which consists of programs and applications that run on the hardware. The operating system software coordinates the hardware and manages the resources of the computer, while an antivirus program provides security by detecting and managing threats, and a web browser allows users to navigate the internet. None of these options can be physically touched or seen as they are comprised of code and instructions processed by the hardware. This distinction between hardware and software is fundamental in understanding computer architectures and their functionalities.**

## 9. Which component is responsible for the performance of tasks in a computer?

**A. The motherboard**

**B. The CPU**

**C. The RAM**

**D. The Network Interface Card**

**The central processing unit (CPU) is the primary component responsible for executing instructions and performing tasks in a computer. It acts as the brain of the computer, processing data and managing the flow of information between different parts of the system. The CPU interprets and executes program instructions, which can range from arithmetic operations to complex algorithms. When a user runs a program or performs an action, the CPU retrieves and processes the relevant instructions from memory, performs calculations, and sends results back to RAM or other components for storage or display. This capability makes the CPU crucial for the overall performance and speed of the computer. While components like the motherboard, RAM, and network interface card play essential roles in the computer's functionality, they do not directly perform tasks in the way that the CPU does. The motherboard serves as the main circuit board that connects all components, RAM temporarily holds data and instructions for quick access, and the network interface card facilitates network communication but does not process tasks. Thus, the CPU's role as the executor of commands makes it the correct answer in relation to task performance.**

## 10. What does the CTRL+W shortcut do?

**A. Insert hyperlink**

**B. Find in page**

**C. Close/Quit the document**

**D. Create a new document**

**The CTRL+W shortcut is commonly used to close or quit the current document or tab in various applications, particularly in web browsers and word processors. This function helps users efficiently manage their windows and documents by enabling quick closure without having to navigate through menus or use a mouse. Understanding the broader context of keyboard shortcuts is also important. Unlike actions such as inserting hyperlinks, finding text on a page, or creating new documents, which involve additional steps or different commands, CTRL+W simplifies the workflow by providing a direct method to finish working with an item. This efficient use of keyboard shortcuts enhances productivity and helps in managing open documents with ease.**

# Next Steps

**Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.**

**As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.**

**If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at hello@examzify.com.**

**Or visit your dedicated course page for more study tools and resources:**

**https://tsafoundationsofit.examzify.com**

**We wish you the very best on your exam journey. You've got this!**