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Email Part 1 Introduction Computer Science YouTube Lecture Handouts

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Topic: Email

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Topics to be covered

1. What is Email?
2. Introduction to Email
3. Origin and History of Email
4. Composing email with an attachment
5. Benefits of Email
6. Advantages of Email
7. Importance of Email
8. Disadvantages of Email
9. MCQs

What is E-Mail

Text-based mail sent via the computer from one person to another

A Push Technology

It waits for You

It is One-to-Many and almost Free

Store and Forward service

Digital Messages over internet

Electronic mail to transfer official messages

Designed primarily for human use

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Introduction

- Electronic mail is a method of Exchanging digital messages from a sender to one more recipients (receiver) .
- Modern email operates across the internet or other computer networks.
- Some early email systems required that the author and the recipient.
- Email is used to communicate in many settings. Effective use of email requires a clear sense of the purpose for writing, as well as a clear Statement of the message.
- Both be online at the same time, in common with instant messaging.
- Email systems are based on a **store-and-forward** model that means **email Servers accept, forward, deliver and store messages.**
- Users (receiver) or their computers (systems) where email is configured or mails are being checked by the receiver are required not to be online simultaneously; they need connect only briefly, typically to an email server, for as long as it takes to send or receive messages.

- Email can be sent internally to members of an organization through their internal computer network or they can be sent externally to anyone in the world by using web based email services.
- it's very similar to the traditional mail system with post boxes, post offices, envelopes and addresses. The difference is that here messages are sent electronically to other computer users via Internet, taking a fraction of the time to reach the recipient, also one can send computer documents, graphics, software or anything else that can be turned into a digital form attached to an email message.
 - According to Merriam Webster: "A means or system for transmitting messages electronically (as between computers on a network) "
 - According to Business Dictionary: "Almost instantaneous transfer of text, voice and video messages from one computer to another, typically over the internet" .

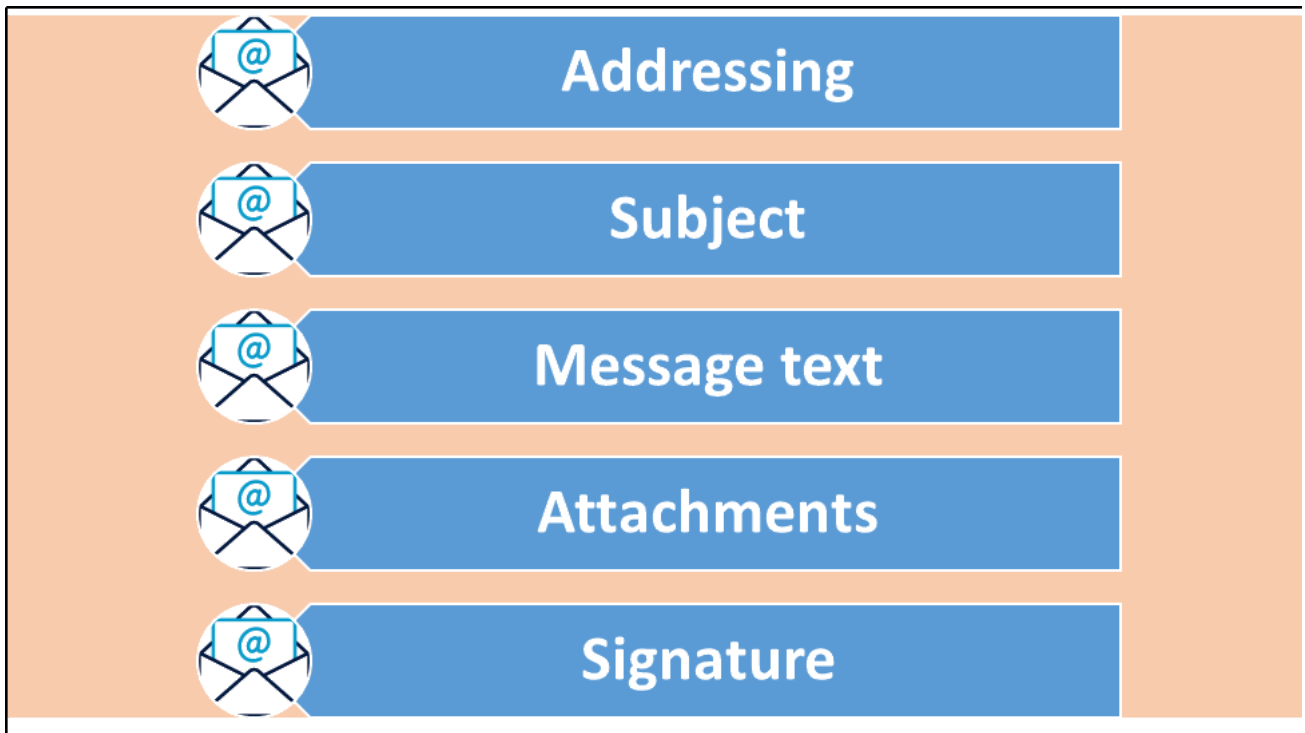
Origin

- "Mailbox" was discovered in 1965 at Massachusetts Institute of Technology which was a file in a user's home directory that was readable only by that particular user only.
- Then a program named "SNGMSG" was discovered to send messages on computer.
- With the advancement in the of technology and networking, an electronic mail message file took place in 1971. It was named and invented by a computer engineer named Ray Tomlinson who sent a test message between two machines via ARPANET – the precursor to the internet.
- We can simply say for today's global internet mail service was created in the early ARPANET.
- ARPANET: ARPANET stands for Advanced Research Projects Agency Network. It was the first wide-area packet-switching network which was having distributed control and it was operated on TCP/IP (connection oriented protocol) .

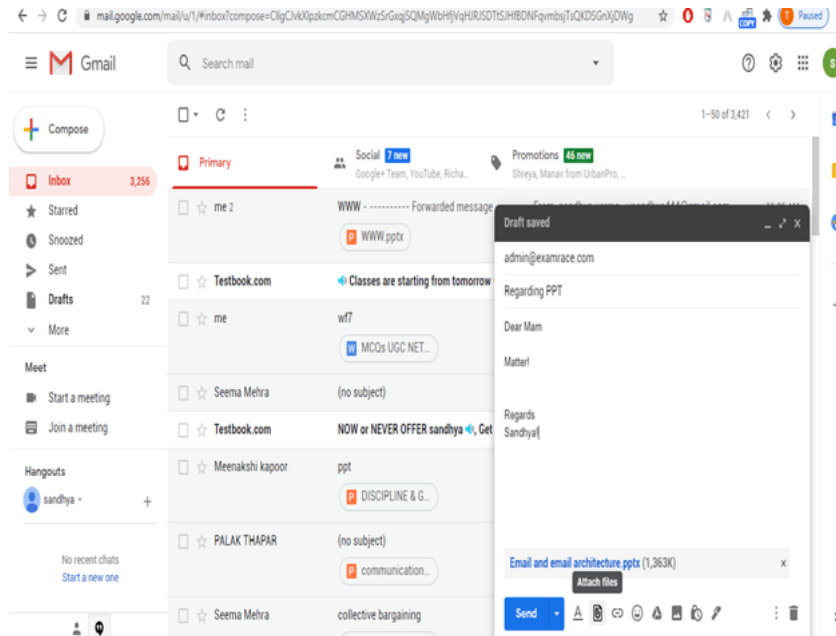
Parts of Mail

- To: enter the exact email address of your recipient (XYZ@provider. domain)
- For multiple recipients, separate each address with a comma
- CC: carbon copy
- BCC: BLIND carbon copy – is anonymous
- Subject: the topic of your email – very important
- Body: the message of your email
- Attachments: the paperclip symbol - files or photos

Structure of E-Mail



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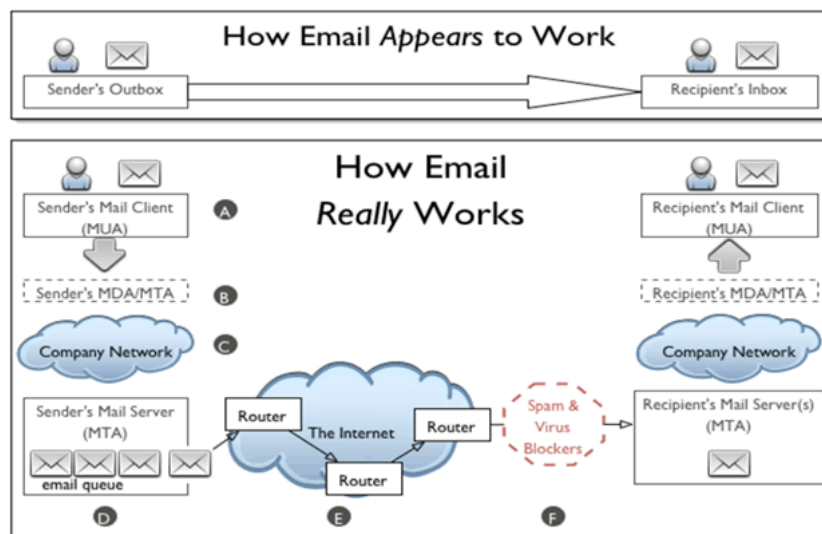


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Benefits of Email

- Composing email
 - Sending
 - Receiving
 - Drafts
 - Spams
 - Trash
 - Chatting
 - Texting
- Etc.

Working of Email

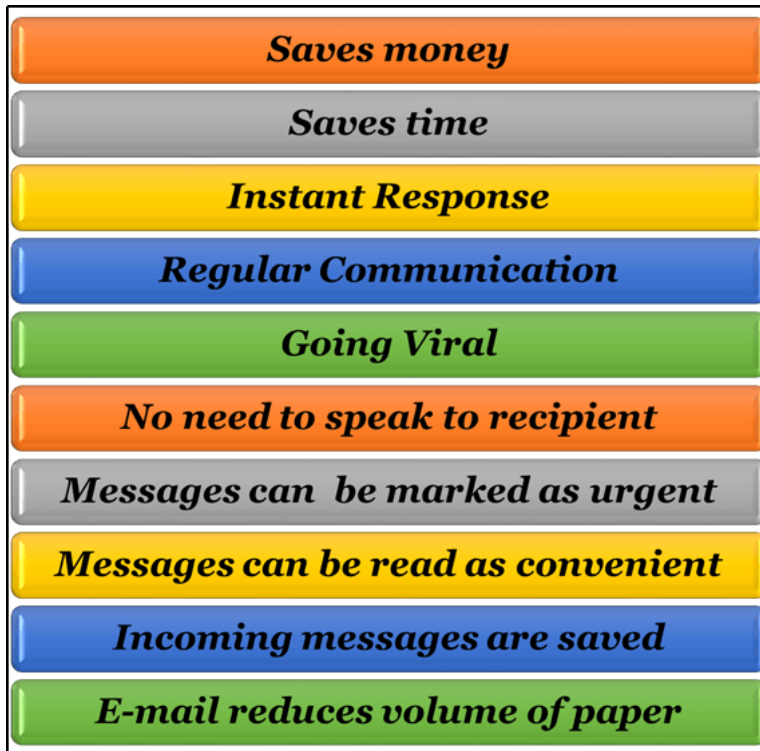


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Advantages

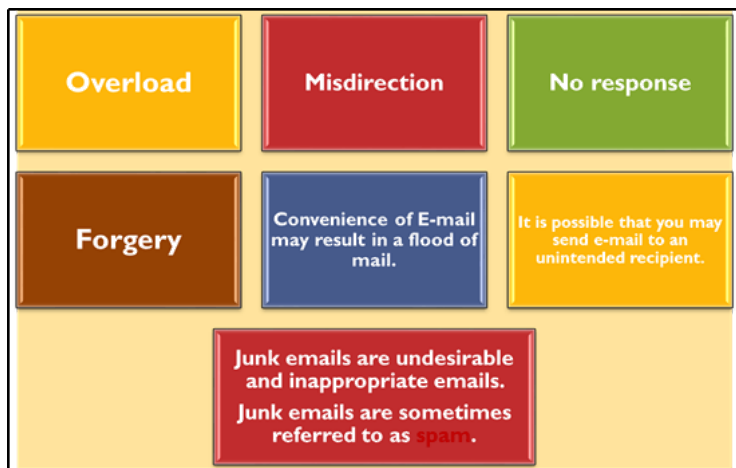
- **Cheap:** Cheap method of delivering messages to other, once you're online, there is no further expense.
- **Safe and secure:** sent and received messages and attachments can be stored safely, logically and reliably.
- **Easy to use:** Once you're configured your email, sending and receiving messages is simple.
- **Fast:** Email is by far the fastest form of written communication and within fractions of seconds, your message will be transferred to the recipient.
- **Global:** Web based email means you can access your messages anywhere online. We can check our mail in phone, systems, laptops etc. But the condition is, we must have internet connection in order to download the messages from the server.

Importance



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Disadvantages



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MCQs

Q1. Trash folder in email provider represents the_____. Choose the appropriate answer from the given below options.

Options:

1. The deleted folder
2. Deleted attachments
3. All deleted messages and content
4. All spam messages

Answer: 3

Q2. Identify which of the following is not a disadvantage of the email?

Options:

1. Overload
2. Junk
3. Forgery
4. None of the above

Answer: 4

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✉ Mayank

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