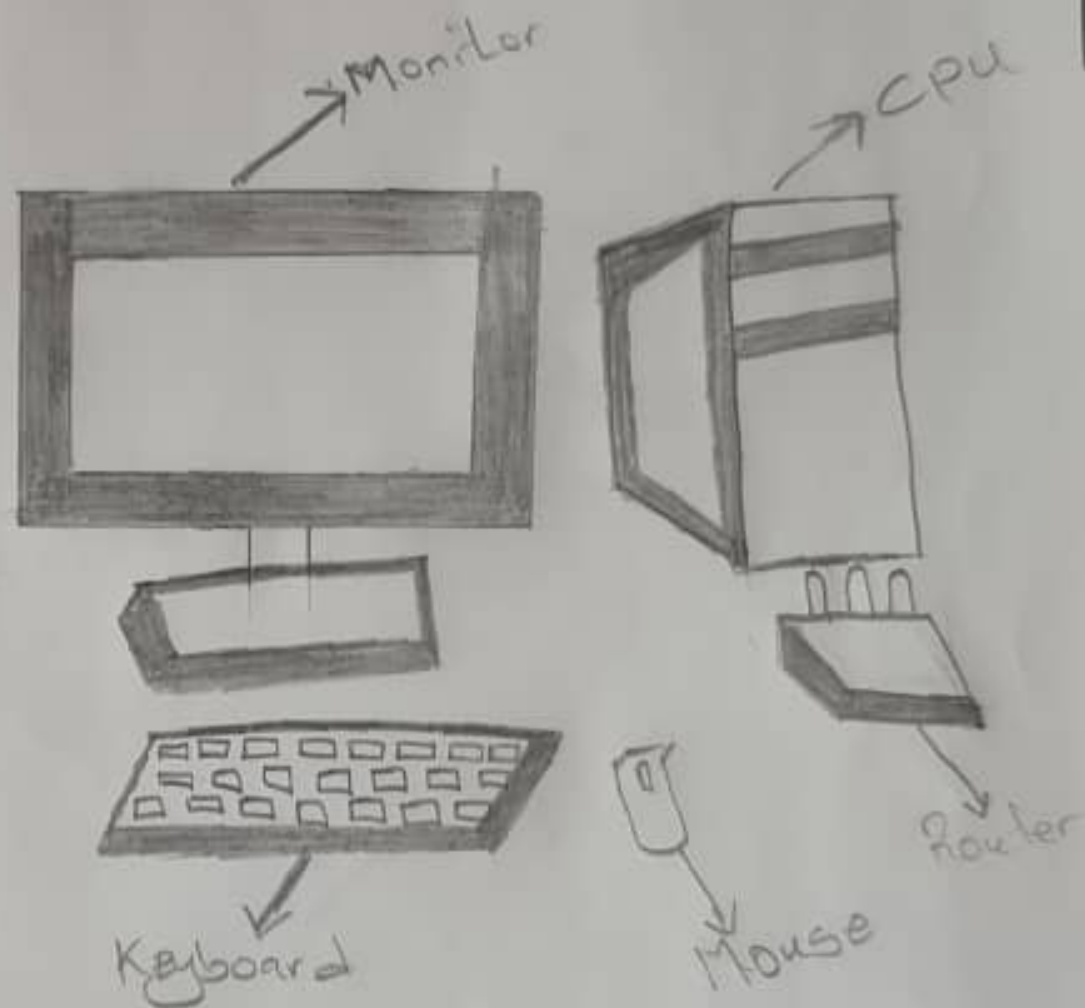


- 1ai They make work more easier and faster.
1aii They make data processing faster.

1b.



- 2a. used for entertainment
2b. used for work
2c. used for project
2d. used for registration purpose
2e. used for business purposes

- b.i slow, time consuming, In-efficient
b.ii It make work difficult to effect correction
b.iii high risk of human errors.