

Office Systems & Technology
Chapter 7-C

1. _____ Electronic Scanning
2. _____ Electrostatic Imaging
3. _____ Facsimile Transmission
4. _____ Fiber Optic Imaging
5. _____ Laser Imaging
6. _____ Xerographic Imaging

- A. Electrographic process where tiny glass strands transmit information in the form of pulsating laser light from the original document to an electrically charged drum; toner is used to fuse the copy paper with an image of the original document.
- B. Imaging from an original copy to a duplicating master.
- C. Imaging from one location to another.
- D. Process of making an offset master or overhead transparency from an original using a copy machine.
- E. Uses a camera to project an image of the original onto a positively charged drum, the image adheres to the paper and is permanently fixed with heat.
- F. Utilizes a beam of light that reflects off a series of mirrors.

True or False

7. _____ Faxing can occur over phone lines or microwaves.
8. _____ Faxing is machine to person technology.
9. _____ Fiber optic copiers are faster than other low-volume, convenience copiers.
10. _____ Scanning is an inefficient alternative to rekeying text.