

24(a) Check sum: The ~~number~~ of data bits are added up and ~~calculated~~ obtain a number, by the transmitter, and it sends data with that number attached to it. The receiver gets the data and adds up the data bits again and obtain a number. If that number doesn't match with the number sent, an error is detected.

Cyclic redundancy check: ~~A data packet~~ The data bits in a data packet are added up, and the number is divided by a fixed divisor. The remainder is sent with the data. The receiver gets the data packet, adds up the data bits and divides it with the same ~~divisor~~ divisor. If the remainder doesn't match with the one sent, an error is detected.

c) Messages can be misinterpreted because the communication also relies on body language and voice. Sam may not know if Pat's negative attitude to Sam John is just a joke or ~~if~~ serious matter.

~~The manager may~~ The manager managing ^{the c} emails i may read the message, invading the privacy of Pat. If the manager reads the email, he/she may tell John about it and affect the working relationship between colleagues and hence performance of organisation.