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Know Your Computer

SNAP RECAP

Basic parts of a computer are: monitor, keyboard, mouse, CPU, printer and speakers.

LEARNING OBJECTIVES

You will learn about:

1. basic parts of a computer
2. input devices
3. processing devices
4. output devices
5. storage devices



A computer is an electronic machine that stores, retrieves and processes **data**. Information given to the computer is called data. Computer works very fast. It saves your time and energy. It does not make mistakes. It can remember a lot of things. The basic parts of a computer are shown in the picture given here.

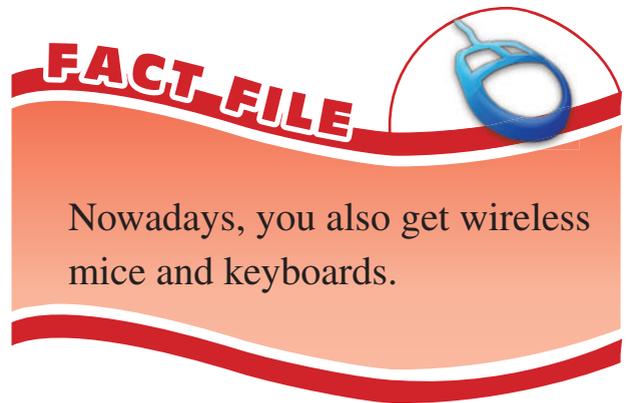


Basic parts of a computer

These parts of the computer and some other devices are connected together with the help of wires and cables.

The basic parts of a computer system are:

1. Monitor
2. CPU (Central Processing Unit)
3. Keyboard
4. Mouse



Let us learn about these devices in detail and some more devices that can be connected to a computer.

Input Devices

Devices that help us put data into the computer are called input devices. They help in giving instructions to the computer. Let us learn about a few input devices.

Keyboard

A keyboard is used for entering data into the computer system. It can type words, numbers and symbols.



Keyboard



Mouse

Mouse

The mouse is a pointing device. You can give input to a computer with the help of a mouse.



Joystick

Joystick

A joystick makes computer games a lot more fun. When it is moved, it passes information to the computer.



Microphone

Microphone

A microphone is the mike that can be attached to a computer. It allows you to input sounds like speech and songs into the computer. You can record your voice with the help of a microphone.

Web Camera

A web camera is used to take live photos and videos. You can save them in the computer.



Web camera



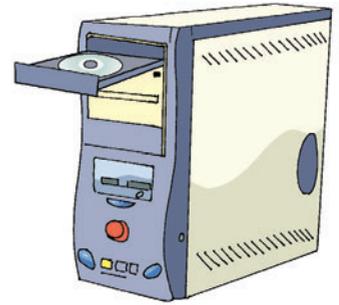
Scanner

Scanner

A scanner copies pictures and pages, and turns them into images that can be saved on a computer.

Processing Devices

All the inputs are stored, sorted, arranged and changed by a computer. The device that helps a computer to do so, is called the processing device. The processing device in a computer is known as **Central Processing Unit (CPU)**.



CPU

Output Devices

The parts of a computer that help us to show the results of processing are called output devices. Let us learn about a few output devices.



Monitor

Monitor

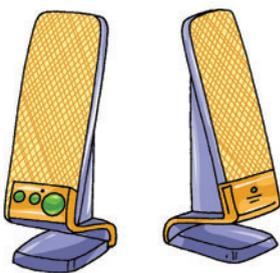
A monitor looks like a TV screen. It shows whatever you type on the keyboard or draw with the mouse.

Printer

A printer prints the results of your work from the computer screen on a sheet of paper. This is called a **printout**.



Printer



Speakers

Speakers

Speakers are the output devices that produce different types of sounds processed by a computer. You can listen to music or speeches stored in the computer with the help of the speakers.

Headphone

You can listen to music or any sound from a computer with the help of headphones without disturbing others.

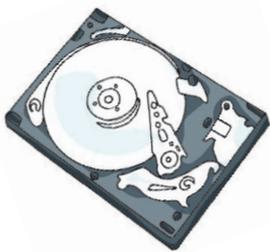


Headphone

Storage Devices

The parts of a computer which are used for storing data are called storage devices. They help in storing any work done on a computer permanently.

Let us learn about a few storage devices.



Hard disk

Hard Disk

Inside the CPU there is a hard disk. It is made up of one or more metallic disks. It stores a large amount of information.

Floppy Disk

A floppy disk stores a small amount of information.

It works when it is inserted into the floppy drive.

The floppy drive is fixed in the CPU.



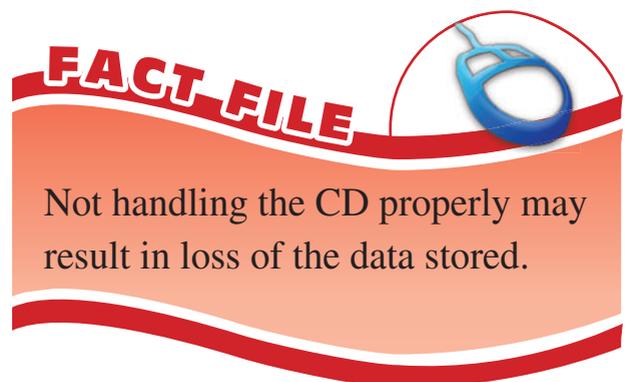
Floppy disk



CD

Compact Disc (CD)

A CD stores many times more information than a floppy disk. It works when it is inserted into the CD drive. The CD drive is fixed in the CPU.

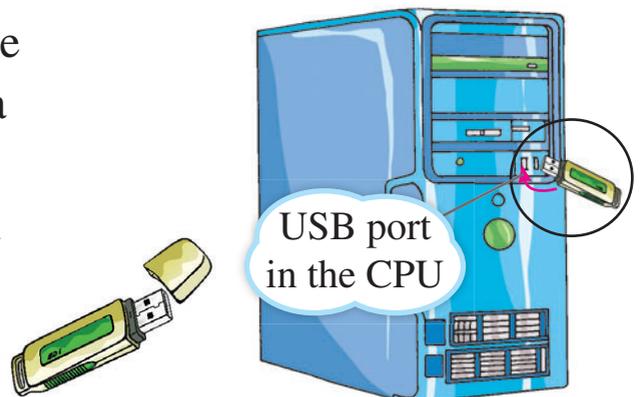


Pen Drive

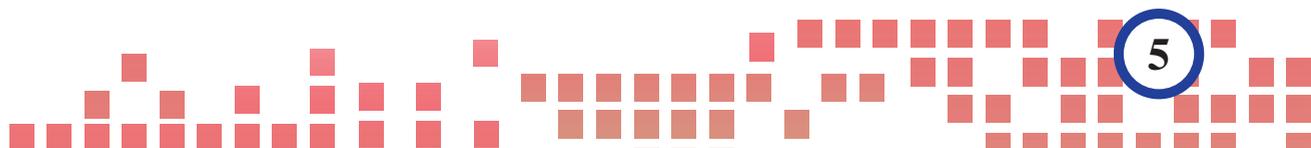
A pen drive is a storage device that can store a large amount of data. It is also known as a flash drive. It can be easily carried around.

It works when it is inserted in the USB port fixed in the CPU of the computer.

The data stored in a pen drive can be removed, added and changed.



Pen Drive



ACTIVITY

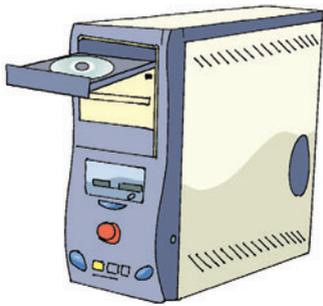
A. Tick (✓) the correct answer from the choices given for each device.



Input Device

Processing Device

Output Device



Input Device

Processing Device

Output Device



Input Device

Processing Device

Output Device



Input Device

Processing Device

Output Device



Input Device

Processing Device

Output Device

B. Solve the crossword using the hints given below.



A crossword puzzle grid with the following starting letters and directions:

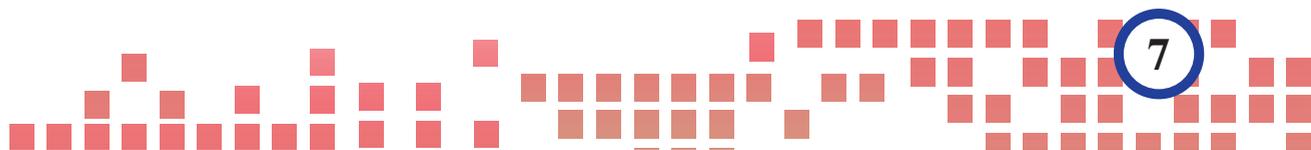
- 1 ↓ K
- 2 ↓ M
- 3 ↓ S
- 4 ↓
- 5 ↓ M
- 6 ↓ P
- 7 ↓ P

Across

1. It helps us to type words, numbers and symbols.
3. These help us to listen to music.
5. It looks like a TV screen.
7. A storage device.

Down

2. It helps us to draw pictures.
4. Uninterruptible Power Supply
6. It helps us to take a printout.



GLOSSARY

Compact Disc: It is a storage device that stores much more information than a floppy disk.

CPU: It is the processing device in a computer.

Data: It is the information given to the computer.

Electronic machine: It is the machine that runs with the help of electricity.

Floppy disk: It stores a small amount of information.

Hard disk: It stores a large amount of information.

Headphones: It is the device for listening to the recorded sounds without disturbing others.

Input device: It is a device that helps us put data into the computer.

Joystick: It is used for playing computer games.

Keyboard: It is used to enter data into the computer system.

Microphone: It is the mike attached to the computer.

Monitor: It shows whatever you type on the keyboard or draw with the mouse.

Mouse: It is a pointing device.

Output device: It is a device that helps us to show the results of processing.

Pen drive: It is a device that stores a large amount of data.

Processing device: It helps to store, sort, arrange and change the inputs on a computer.

Scanner: It copies pictures and pages and turns them into images that can be saved on a computer.

Speakers: They are used for listening to recorded sound.

Storage devices: It forms the memory of the computer.

Web camera: It is used for taking live photos and videos.

NOW YOU KNOW

1. A computer is an electronic machine.
2. There are various devices that can be connected to a computer.
3. Input devices help us to give instructions to the computer.
4. The keyboard, mouse, joystick, microphone, web camera, and scanner are input devices.
5. CPU (Central Processing Unit) is the processing device in a computer.
6. Output devices help us to show the result of processing done by the computer.
7. The monitor, printer, speakers and headphones are output devices.

8. Storage devices help us to store any work we do on the computer permanently.
9. The hard disk, floppy disk, compact disc and pen drive are some examples of storage devices.

EXERCISE

A Fill in the blanks with the correct word.

Microphone Data Electronic Storage Processing

1. A computer is an machine.
2. A pen drive is a device.
3. A is the mike attached to the computer.
4. Information given to the computer is called
5. CPU stands for Central Unit.

B Look at the pictures carefully. A letter is missing in the word given below each picture. Fill in the missing letters.



1. H RD DISK



2. PEN D IVE



3. D



4. PR NTER

C Match the names with the pictures.

1.



a. Microphone

2.



b. Scanner

3.



c. Web Camera

4.



d. Floppy Disk

5.



e. Joystick

6.



f. Headphones