



## Points at Glance

- ❖ Computer is a machine that works with the data and instructions given by the user.
- ❖ The data and instructions given to the computer are called Input.
- ❖ Data refers to the information or individual facts that we feed into the computer.
- ❖ The result given by the computer after processing the data is called as Output.
- ❖ A computer can store a large amount of data which can be used any time.



## BRAIN DEVELOPER

### A. Fill in the blanks:

- We can do Calculations, play games  
write letters with the help of computer.
- A computer works with data and instructions.
- A computer can store large amount of information.
- Computers are used in offices for storing records and data.
- Computers are used in homes for maintaining expences and playing games.

### B. State True or False:

- A computer works on the data and instructions which we give to the computer.  T
- A computer is made up of four main parts.  T
- A computer can not store large amount of data.  F
- GIGO stands for Garbage In Garbage Out.  T

### C. Multiple Choice Questions:

- .....can be words, numbers, pictures or sound.  
 a. Data                      b. Processing                      c. Meaningful Information
- A computer displays.....after processing the data.  
 a. Input                      b. Process                       c. Output

3. ....controls all parts of a computer system.  
a. Keyboard                       b. CU                      c. Monitor

**D. Answer the following:**

1. What is a computer? How many functions can a computer perform?  
.....  
.....  
.....
2. What do you call the information and individual facts, which we input into the computer?  
.....
3. What is the main principle a computer works on?  
.....  
.....
4. What does a computer give after processing the data?  
.....
5. What do we call the data and instructions, given to a computer?  
.....



# LAB ACTIVITY



### For Teachers

Take the students to different places, where they can be shown the types of work a computer does.

### For Students

#### Activity 1

Make a list of places where computers are used.

#### Activity 2

Type 5 lines about yourself.

### INSTRUCTIONS

- To leave space between words press Spacebar, the longest key on the keyboard.
- To type letters in capital press Caps Lock key once at the left side and press again to turn it off.



# Points at Glance

- ❖ Keyboard is the most common device to input data into the computer.
- ❖ The CPU processes data.
- ❖ Mouse is used to point and select any object on the computer screen.
- ❖ The monitor displays the output that CPU processes and also shows whatever we type and draw.
- ❖ Printer prints the output on a paper.
- ❖ Light pen looks like a pen which is used on a special pad.
- ❖ The parts of a computer which you can touch and see are called hardware.



# BRAIN DEVELOPER

## A. Answer the following:

1. Name the most common input device... keyboard and mouse
2. Name the part of a computer which manages the overall functions of the computer.  
..... CPU
3. Where do you get the output? ..... monitor
4. What do you call the output displayed on the monitor? ..... Result
5. What are the input devices?  
.....  
.....
6. Name the device which can read words from a page and convert it into a form that computer understands. .... Scanner
7. Name the device which is commonly used in video parlours. .... Joystick

### B. Guess who I am?

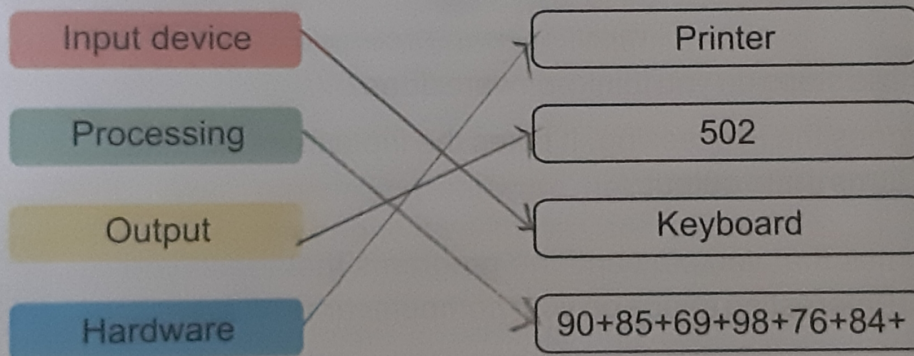
1. I give output on a paper. .... Printer .....
2. Whatever you type and draw, can be seen on me. .... Monitor .....
3. I have a long tail, sit on a mat and draw pictures. .... Mouse .....
4. I help you to talk and give commands to the computer. .... Microphone .....

### C. State True or False:

1. The light pen can be used on a special book.
2. The scanner is an input device.
3. The joystick is an example of output device.
4. The printer is an output device.
5. The devices through which we get output are called input devices.

T
T
F
T
F

### D. Match the following by colouring the pair with the same colour:



## LAB ACTIVITY



#### For Teachers

Discuss about hardware giving real life examples.

#### For Students

Make a list of ten hardware devices on a computer which you see at home. Explain their usage in a single line.



# BRAIN DEVELOPER



## A. Fill in the blanks:

1. Software is the set of instructions that tell your computer how to perform any work.
2. An Operating system manages all input and output operations of a computer.
3. Programs are the set of instructions given to the computer step by step.
4. The software that is designed to perform specific type of job is called an application software.

## B. Answer the following:

1. What is software? Name its types.  
.....  
.....

2. What do you call the set of programs that control the operation of a computer?  
.....

3. Name the different types of operating system.  
.....

## LAB ACTIVITY



**For Teachers**

Discuss about software giving real life examples.

**For Students**

Make a list of application software and write about their usage in one line.