

All About Computers



Easy to read
information about
devices found
in your ICT Suite



www.communication4all.co.uk

Keyboard



The keyboard has lots of letter and number keys, which can be used to enter information into the computer

Mouse



When you move the mouse you also move the pointer on your screen. The mouse has buttons which allow you to access and control programs.

Mouse mat



This is the little pad that the mouse sits on. It helps the mouse work smoothly and stops dust and dirt getting inside the mouse.

Monitor



This part of the computer looks like a TV screen. It lets you see what you are doing on your computer.

Flat Screen Monitor



This is a more modern version of a computer monitor. It is slim and takes up less space on the desk.

Printer



**A machine that copies
information from the
computer (your work)
onto paper.**

Scanner



A machine that copies things on paper or in books into the computer then turns them into information the computer can understand.

Speakers



These connect to the computer so everyone can hear the sounds it makes.

Headphones



These are plugged into the computer directly or into the speakers. When you wear these you are the only person who can hear the sounds coming from the computer.

Compact Disc (CD)



A compact disc (CD) can hold lots of information. It can hold programs, music, games and lots of work!

CD-Rom Drive



This is the machinery that can read the information stored on CDs (compact discs). CDs can hold lots of information, including music, games and programs.

Floppy Disc



A floppy disc can hold small amounts of information, like word documents.

Floppy Drive



This is the machinery that some computers have. It 'reads' and 'writes' small amounts of information onto floppy discs. You should make sure there are no floppy discs in your computer before you turn it on.

Network Point



This is where we plug our computers into our network. This makes sure they are all linked together.

Interactive White Board



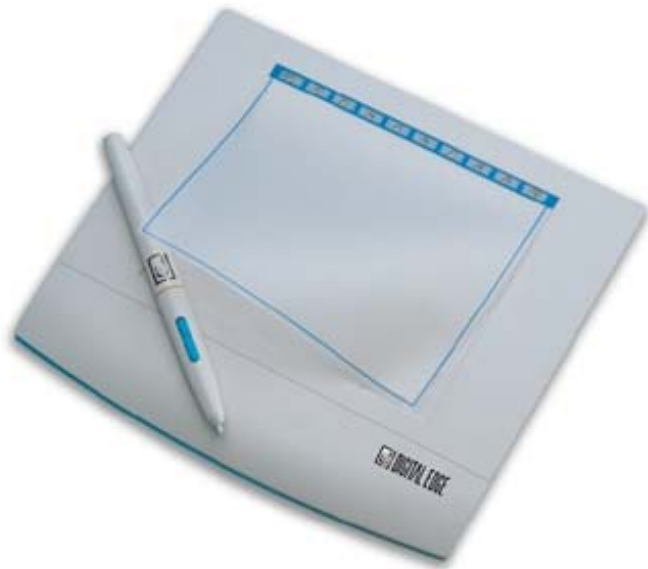
This is also called an IWB. A projector transfers a computer screen onto the board. The computer can then be controlled from the IWB, usually using a digital pen.

Data Projector



This machine sends a copy of the computer screen onto the interactive white board so that lots of people can see and use it.

Graphics Tablet



This allows a person to hand-draw images and graphics, similar to the way you would draw using a pencil and paper.

ACTIV Slate



The computer can be controlled from anywhere in the room using the ACTIV Slate and digital pen.

Valiant Roamer



**This machine helps us
to learn about
directions. We can
program the Roamer to
move in any direction.**

Laptop



A small, fold-away computer, that can be moved easily and used in different places. A laptop does not have as many leads as other computers.

Wireless internet connector



This machine is used to connect computers to the network when they are placed too far away from the network point.

C.P.U.

(Central Processing Unit)



The main part of the computer: a C.P.U. is the 'brains' or processor. All of the other machinery inside the computer tower or base unit connect to this so it can communicate with them.