# COMPUTERS



A computer is a programmable machine that can organize and execute instructions with precision.

Computer **is** a device for processing information. A computer system **is** a combination of four elements: *Hardware, Software, Procedures, Data/information*.

Software **are** the programs that **tell** the hardware how to perform a task. Without software instructions, the hardware **doesn't know** what to do.

The basic tasks of control and calculation are carried out by a microprocessor, but when you **look** at a computer you only **see** the peripheral devices, such as the screen, keyboard, mouse and printer which are connected to the CPU. The equipment or hardware, however, cannot perform any tasks without instructions in the form of a program. This is called software. The computer also **needs** to store data and software, so the hardware also includes memory chips and other devices such as a hard disk.

**It is a collection of programs, documents and codes.**

_____

**It is physical and tangible part of the computer.**

_____

**ANSWER THE QUESTIONS**

1.- What's a computer? _____

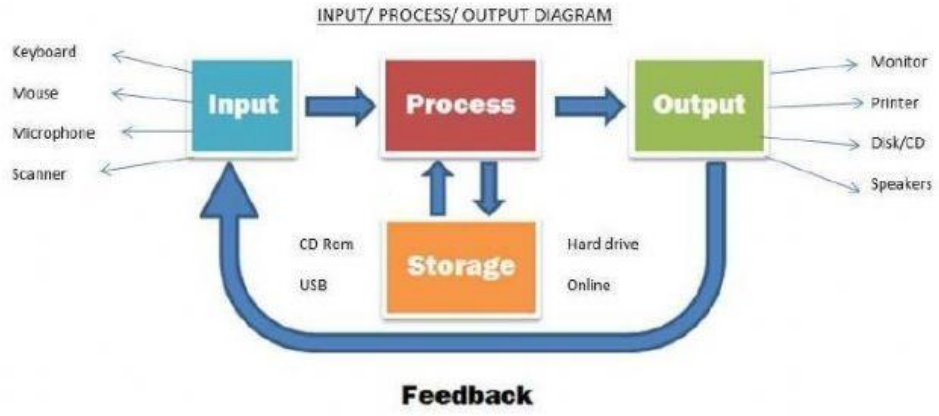
2.- What's the basic job of the computer? _____

_____

## INFORMATION PROCESSING CYCLE

The sequence of events in processing information, which **includes** (1) input, (2) processing, (3) storage and (4) output. The input stage can be further broken down into acquisition, data entry and validation. The output stage can also be further divided into interactive queries and routine reports. A fifth stage is often attributed to this cycle, which is the archiving or deletion of unwanted data

### INPUT PROCESS OUTPUT



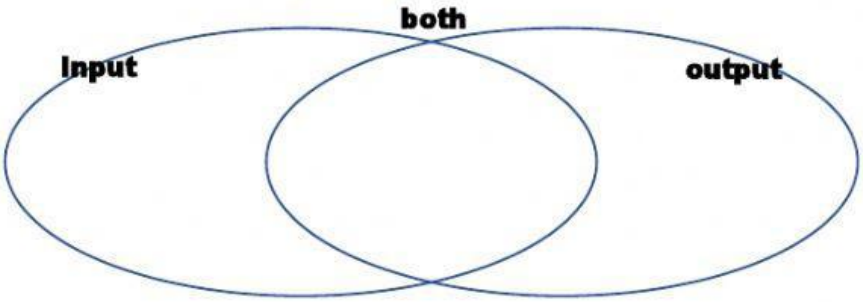
**INPUT /OUTPUT DEVICES**



An input device **sends** information to a computer system for processing, and an output device **reproduces** or **displays** the results of that processing. Input devices only **allow** for input of data to a computer and output devices only **receive** the output of data from another device.

Most devices are only input devices or output devices, as they can only accept data input from a user or output data generated by a computer. However, some devices **accept** input and **display** output, and they are referred to as I/O devices (input/output devices).

## What devices are for Input/output and Both




Flash memory
Laser printer
Keyboard
Web cam
CD/DVD
Scanner
Joystick
Speakers
screen

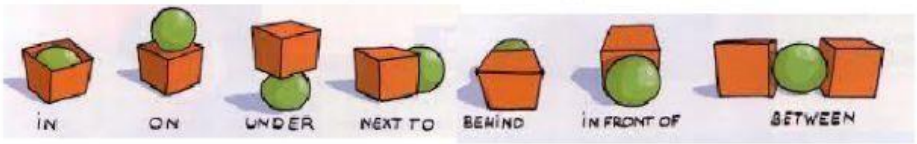
## Translate the text above about input /output devices

## Match the meaning with the correct device

| | | | | |
|---|---|---|---|---|
| 1 | Use to produce audio output | | | screen |
| 2 | An output device that lets you see your work as you go | | | Multifunctional Printer |
| 3 | Reads CD/DVD discs | | | Keyboard |
| 4 | The case that contains the CPU, memory, the power supply, disk drives and all other hardware – such as modem – that are an internal format. | | | Speakers |
| 5 | Produces printed copies of computer output | | | Mouse |
| 6 | Used to get spoken input | | | CD/DVD Drive |
| 7 | The principal input device; used to type instructions into the computer. | | | hard drive |
| 8 | A pointing device used to make on screen selections. | | | Microphone |
| 9 | Located inside the system unit and used to store programs and most data | | | System Unit |

# WHERE IS IT?

## STUDYGRAMMAR Prepositions of place




**We use the Prepositions of Place** to show the position or location of one thing with another.

**According to the picture say complete with the prepositions.**

*Where is the trash can?*
*It's below the picture*



**1.- Where is the computer?**

It`s_____the desk._____the speakers.

**2.- Where is the Case?**

It`s_____the desk._____the shelves.

**3.- Where is the Window?**

It`s_____the computer.

**4.- Where is the red book?**

It's_____the ball and the orange book.

**5.- Where are the pencils?**

They are_____the pencil holders

**6.- Where is the chair?**

It's_____the computer

7.- **Where is the cat** _____

8.- _____

9.- _____