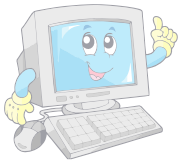


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Computer Books

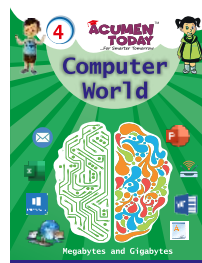
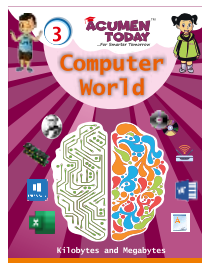
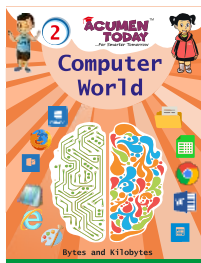


CPU
(System)



Keyboard

Mouse



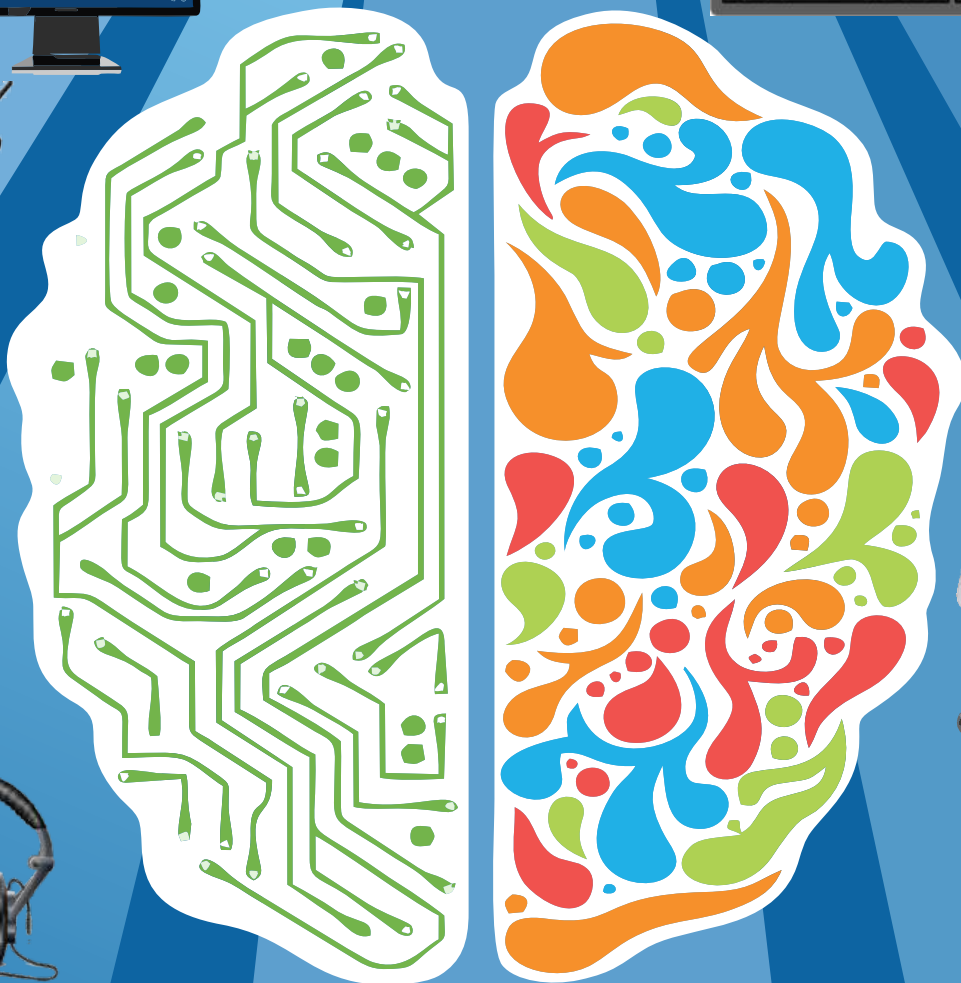
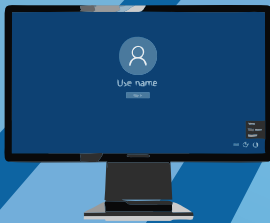


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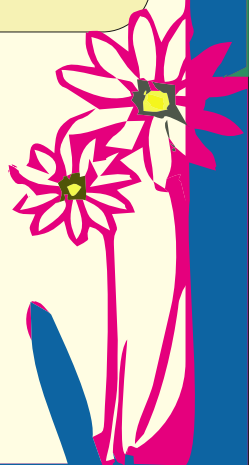
Computer World

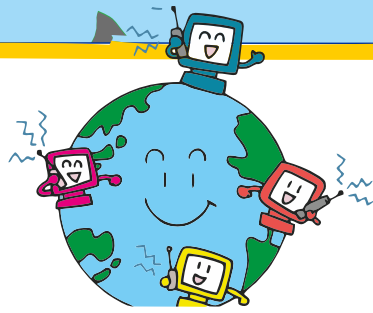


Bits and Bytes

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Welcome to the Computer World



Knowledge points 


Outline of the chapter

Hello I am Brainy. With Rea and logi we are going to explore the world of computer. Here is the glimpse of the chapter content and structure of the book.



Let's start 

Chapter will start
with theory

Lab activity 

Bunch of easy and interesting activities for student to explore the world of computer themselves

Brainy's Trivia 

Some Amazing facts
about the computer

Memory Recall 

Summary of the
entire chapter

Teachers corner 

Guidelines for the
teachers for the chapter

Worksheets 

Contains exercises for
students to test their
knowledge.





CPU

CPU stands for the **Central Processing Unit**.

It is the brain of the computer.

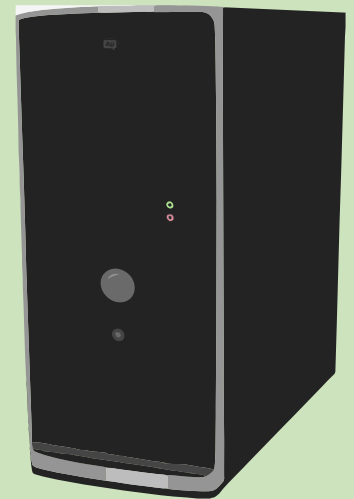
CPU connects all the parts of the computer and helps in completing different tasks.

It is also known as the storeroom of the computer as it stores all the information.

The CPU is constantly following instructions that we give about what to process and how to process it.

Without a CPU, we cannot do any work on a computer.

The power button on the CPU is used to turn the computer ON.



Monitor



A **computer monitor** is an output device which displays the information in a pictorial form.

Monitor displays the work which we are doing/ processing on the computer. It is just like our Television (TV).

The monitor connects via a cable to the **CPU**.

You can also switched **ON** and switch **OFF** the monitor.

Switching off the monitor will not switch off the computer.

If you want to switch off the computer you need to switch **OFF** the CPU.

Monitors are built-in part of the computer in laptops, tablets, notebook, and all-in-one desktop machines.

Let's Start the computer.

Before starting, make sure you take care of following things -

- 1) Be gentle with your electronics.
- 2) Don't pull out any wire inter connected to Parts of the computer..



Brainy's Trivia

Starting the computer is also called the 'Booting Process'.



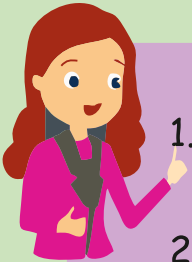
Memory Recall



- ◆ Without CPU, we cannot do any work on the Computer.
- ◆ The Power Button on the CPU is used to turn ON and switch OFF the Computer.
- ◆ Follow appropriate steps while starting and shutting down a Computer.
- ◆ The small pictures that appears on a desktop are called 'Icons'.



Teacher's corner



1. Tell the students to observe the steps carefully when you start the Computer.
2. Tell the students that when the computer is not in use, monitor should be switched off to save electricity.
3. Explain the students why it takes some time to start and shut down a computer.
The booting process involves checking and starting the system.
4. Inform the students that they should use Computer only under the supervision of their teacher or family members.

Worksheet.



Q1 The steps to start a computer are given below. Number the steps in the correct order.



Switch on the monitor



Switch on the Power supply



Press the CPU power button.



Your computer is ready for use.

Q.2 Tick (✓) the correct option.

a) Part of the Computer is called as 'Brain' of the Computer.

- i) Keyboard ii) Mouse iii) CPU

b) Part of the Computer system that looks like a TV is called

- i) CPU ii) Monitor iii) Keyboard

c) The monitor connects via _____ to a CPU.

- i) Mouse ii) Button iii) Cable

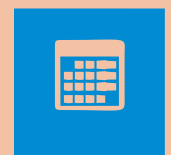


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Bytes and Kilobytes

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2

Input and Output Devices



Knowledge Points

- Introduction to Input and Output Devices
- Various Input and Output devices



Now that we know what is Computer Hardware and Software, let's learn about Input and Output devices.



Let's Start



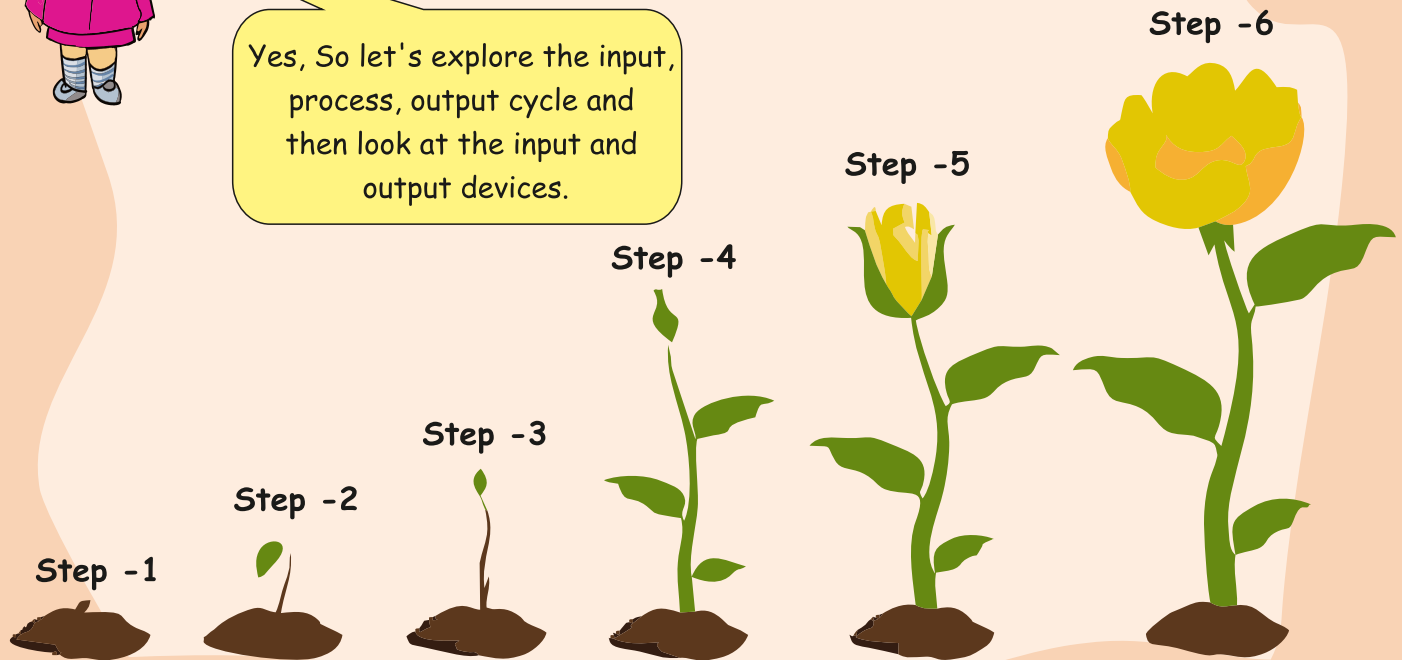
But before that, let us recall the Input, process, output cycle with the Photosynthesis example



Rea, you mean to say that the Sunlight is the input and after the process of photosynthesis within a plant, the fruit / flower will be the output. Right?



Yes, So let's explore the input, process, output cycle and then look at the input and output devices.



IPO

The computer functions in a very simple manner. It needs some input which it will process to give the output. This functioning of the computer is referred to as the Input-Process-Output (IPO) cycle.

We provide the input to get the output; which means that the input must be processed so that we get the desired output. In simple words, when we work with the computers, we have to provide (tell the computer) i.e, give the inputs as to what the computer needs to do.

Inputs can be instructions and data so that the computer understands what needs to be done with the data using the instructions that are given. The computer processes the input (data & instructions) to provide the final result which is the desired output.

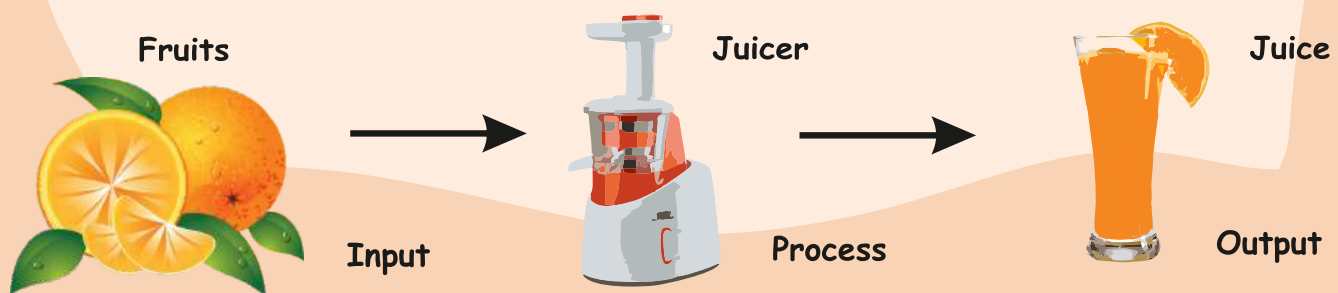
Example: If we want to add 2 numbers, we type the 2 numbers in the calculator one after the other with the addition operation (add symbol) in between the 2 numbers. The calculator understands the inputs as 2 numbers which need to be added and completes the addition process to give us the final answer in the form of output.



Input is the specific instruction given by you to the computer to do a specific job. It can be numbers, sounds, letters etc.

Process is the operation of data or information as per the given instructions. CPU is the main processing device of the computer. **Processing** is an internal process of the computer system.

The **output** is the process of providing results given by the computer after processing the data/information given to the computer. Output can be in the form of numbers, letters, images.



Worksheet



Q.1 Write **I** for Input device and **O** for Output device.

a)



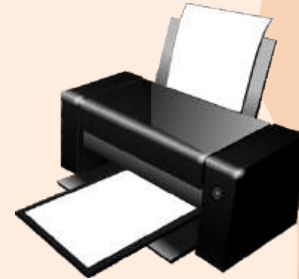
b)



c)



d)



e)



f)



Q.2 Match the pairs

Column A

- a) CPU
- b) Keyboard
- c) Scanner
- d) Printer

Column B

- Scan images, documents
- Output Device
- Type text, letters
- Processing Device

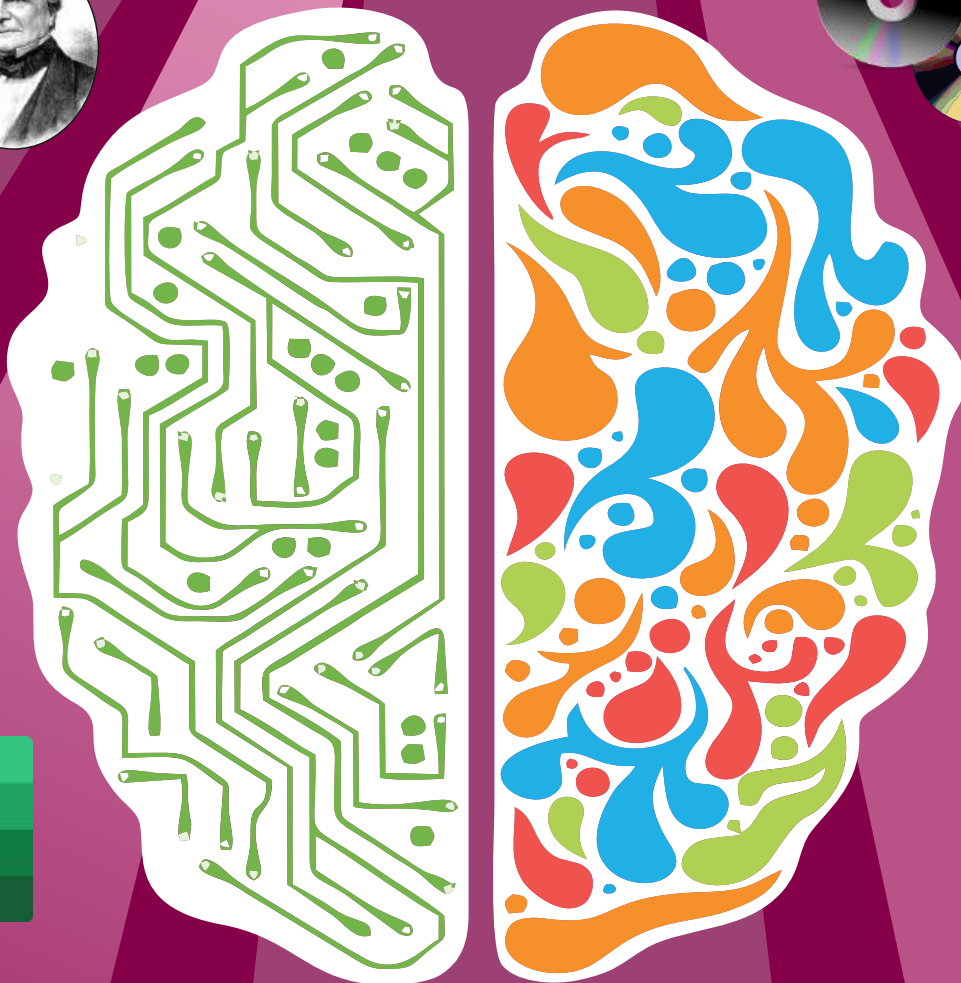
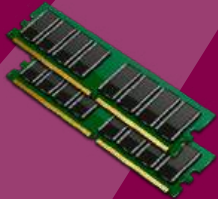


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Kilobytes and Megabytes

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Notepad

1. Small, simple, Window program.
2. Editor for plain text.
3. No toolbar, just drop down menu choices.
4. Fewer formatting choices.
5. Document is portable.

File Type - .txt

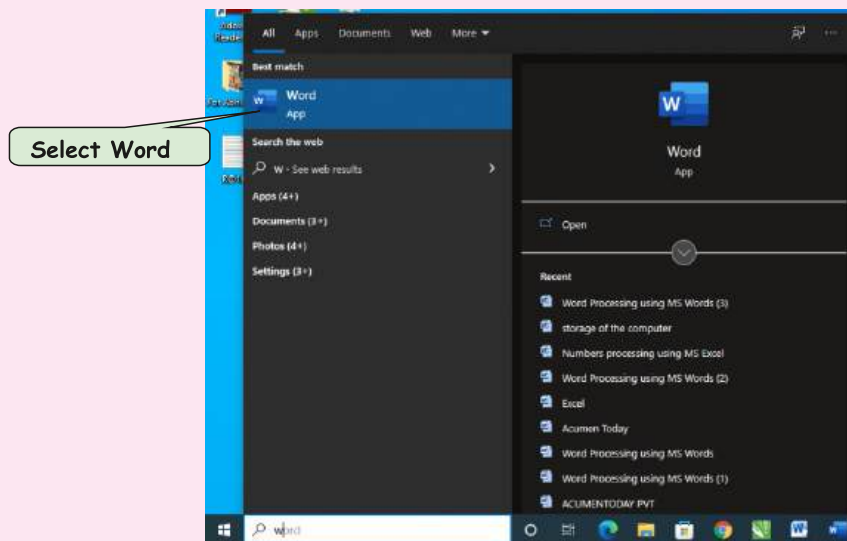
Wordpad

1. Preserves formatting choices.
2. High document portability.
3. More than a text editor -> it is a simple word processor.
4. More options than Notepad.
5. Usually found in computers with Windows.

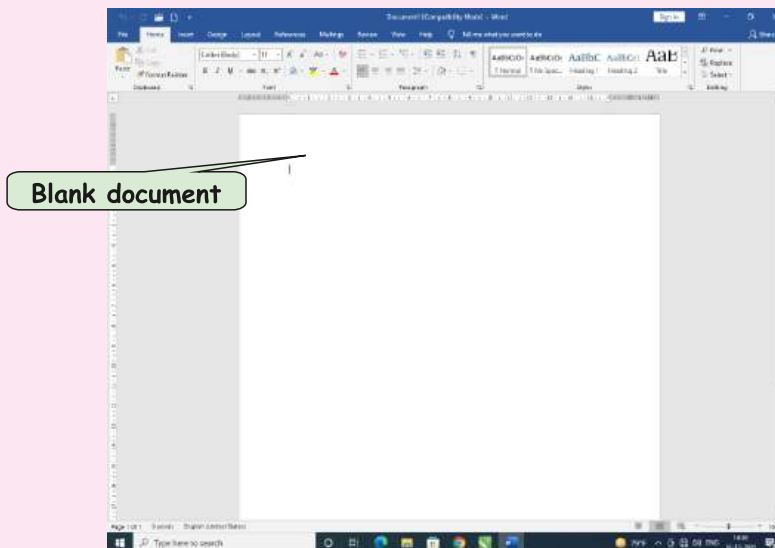
Good because, not everyone has MS Office installed on their system.

File Type - .rtf (rich text format)

2. Search for Microsoft Word and select MS Word App.



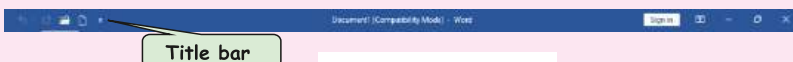
3. Click on the 'Open' option and a blank word document will open.



Different parts of MS Word Window

1. Title Bar

It displays the name of the document and name of the application.

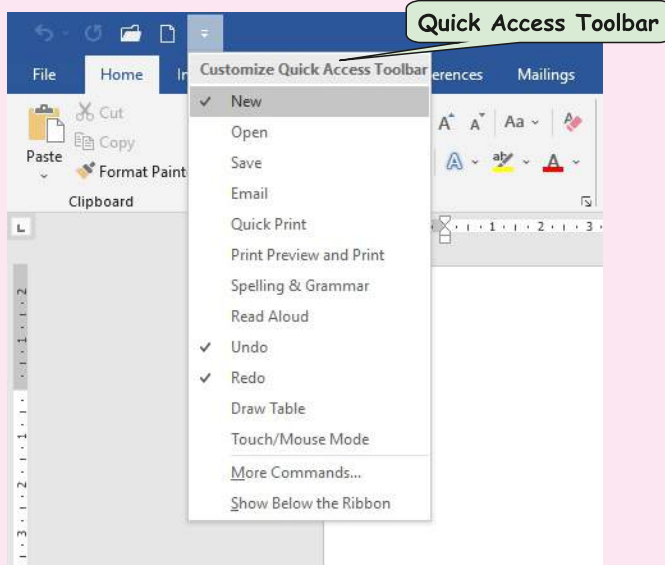


**Brainy's
Trivia**

MS Words first developers were Charles Simonyi, Paul Allen, Bill Gates, and Richard Brodie.

2. Quick Access Toolbar

It is present next to Microsoft Word button. It is a customizable toolbar with a set of commands. It gives access to commonly used commands like New, Open, Save and Undo, Redo etc. When you click on the drop-down arrow next to toolbar, it shows us list of commands to be quickly accessed.

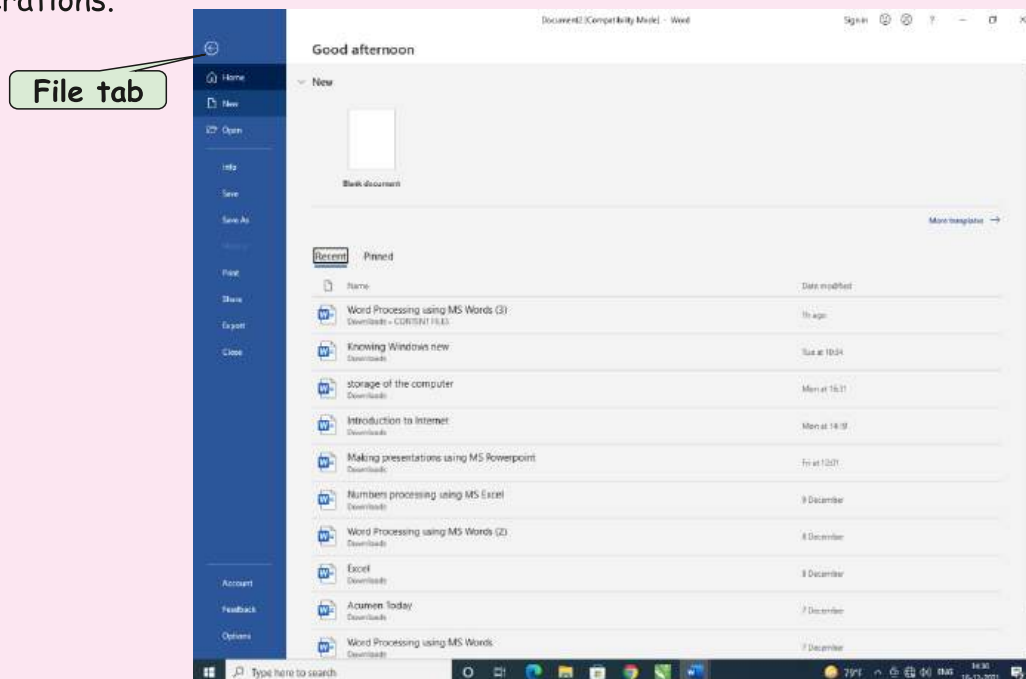


Brainy's Trivia

The program's name was originally "Multi-Tool Word," but the marketing department felt that was too long, so they shorted it to its current title, "Word."

3. File Tab

This tab is for creating a new document, opening, saving and printing documents and other file-related operations.



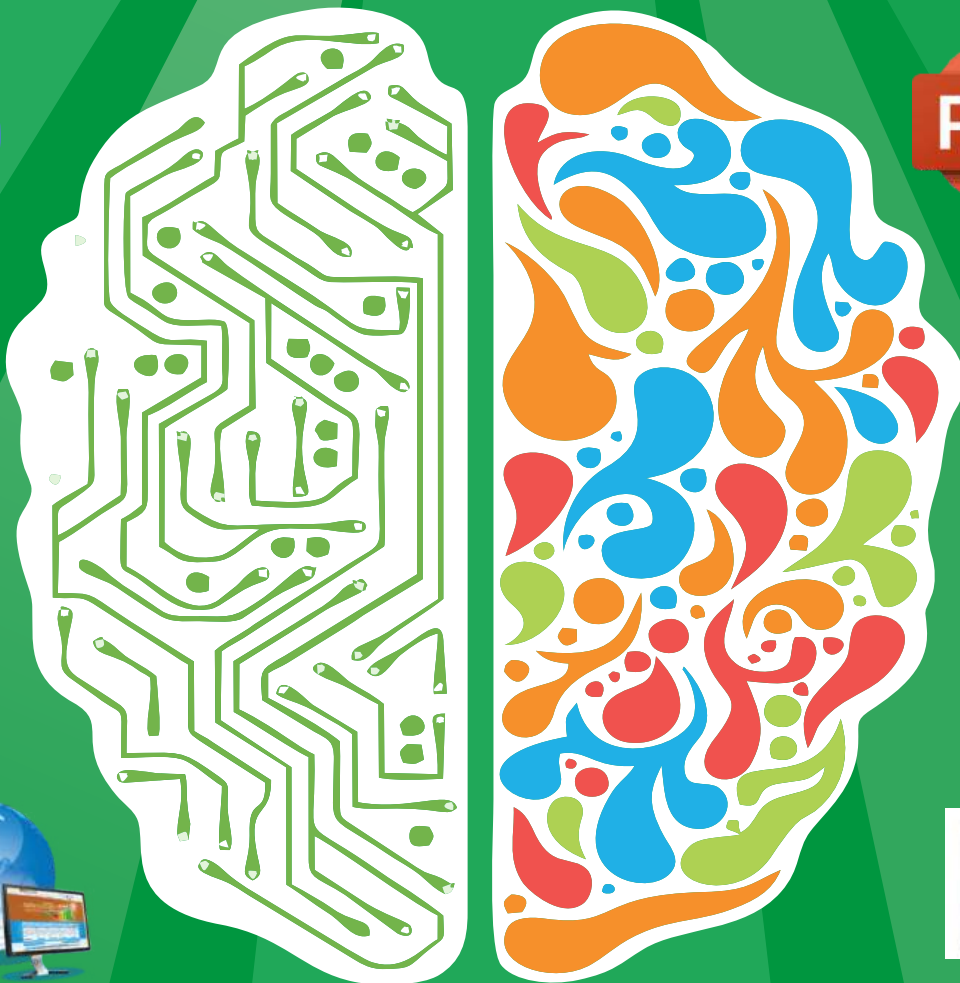


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Computer World



Megabytes and Gigabytes

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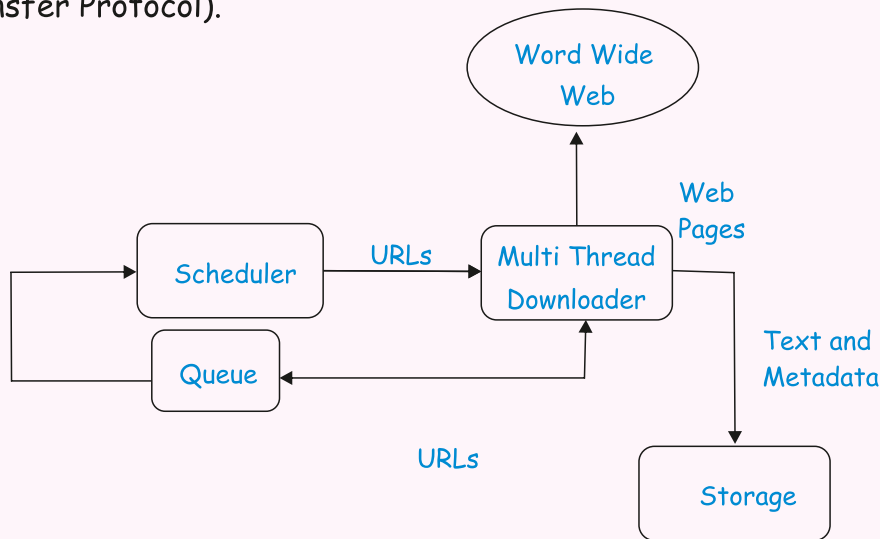
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Working with the World Wide Web

As we know, the world wide web is a network of computers that are connected to each other in some way.

The World Wide Web works by using a set of protocols called HTTP (Hypertext Transfer Protocol). HTTP is a set of rules that govern how computers communicate with each other over the internet. The World Wide Web works through a client-server model. When you access a website, your web browser acts as the client, sending requests to a server. The server then responds by sending back the requested web page, which your browser then displays. This process is known as the HTTP (Hypertext Transfer Protocol).

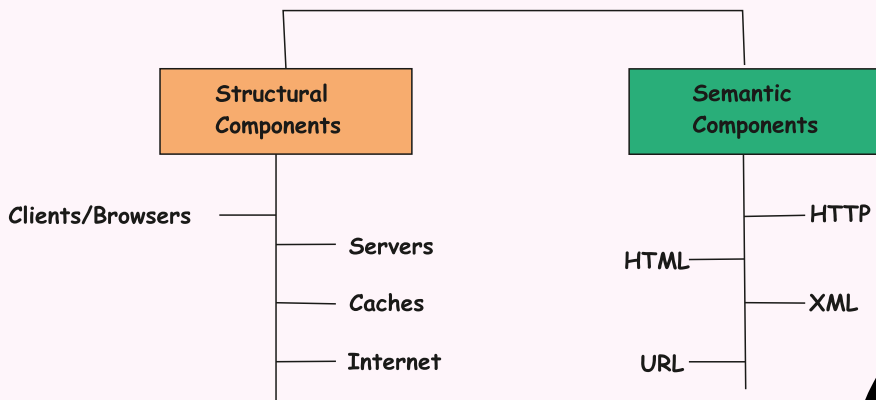


Components of the World Wide Web

The World Wide Web consists of several key components:

- **Web Browsers:** These are software applications (like Google Chrome, Mozilla Firefox, or Microsoft Edge) that allow users to access websites and navigate the Web.
- **Web Servers:** These are computers that store web pages and respond to client requests, serving the requested content to the user's browser.
- **Hyperlinks:** Hyperlinks are clickable elements within web pages that allow users to navigate between different web pages by simply clicking on them.
- **HTML (Hypertext Markup Language):** HTML is the standard markup language used to structure the content of web pages. It defines the layout, formatting, and elements of a webpage.
- **URL (Uniform Resource Locator):** A URL is the address used to locate a specific webpage on the Web. It typically starts with "http://" or "https://" and includes the domain name and the path to the specific page. (e.g., <https://www.india.gov.in/> <https://acumentoday.in/>)

Components of WWW



Brainy's Trivia



Safari, developed by Apple, was the first web browser to have native support for SVG (Scalable Vector Graphics) and HTML5 video.

Different uses of the World Wide Web

The World Wide Web has a wide range of uses, including:

- **Information Retrieval:** The Web provides access to a vast amount of information, allowing users to research and gather information on virtually any topic.
- **Communication and Social Networking:** Social media platforms and messaging services enable people to connect, communicate, and share content with each other.
- **E-commerce:** The Web serves as a platform for online shopping, allowing users to purchase goods and services from various websites.
- **Entertainment and Media:** Streaming services, online gaming, and multimedia content platforms provide entertainment options on the Web.
- **Education and E-Learning:** Many educational resources, online courses, and e-learning platforms are available on the Web.



Excel Shortcut

To create a new workbook. **Ctrl + N.**

To open an existing workbook. **Ctrl + O.**

To save a workbook/spreadsheet. **Ctrl + S.**

To close the current workbook. **Ctrl + W.**

To close Excel. **Ctrl + F4.**

To move to the next sheet. **Ctrl + PageDown.**

To move to the previous sheet. **Ctrl + PageUp.**

To go to the Data tab. **Alt + A.**