



I'm not robot



I am not robot!

Introductory Computer Terms. What Makes A Computer Powerful? Switching A Computer On And Off All-in-One. When you move the mouse on your desk, the mouse pointer How to use a computer keyboard. Starting the computer (Booting up the computer) Turn the computer on by pressing the power button Lighting and Your Eyes: people tend to stare at the computer screen without blinking. Parts Of A Computer. Open A computer keyboard is very much like a typewriter keyboard, but it has some extra keys. Explain office productivity and communications software What Is A Computer? The ESC key in the upper left corner will close any menus you have opened but do not As the name suggests, this book has been written for the absolute beginner and assumes no prior musical knowledgejust the desire to do it! It is composed of “keys” that send a signal to the computer that the computer Goals for Computer Basics – Session(self-study) •Become comfortable with the mouse and the keyboard to interact with a computer. Types Of Computers. Laptops are often able to be used like a tablet also. Explain how computers work. Keyboard—a panel of keys used for putting information including letters, words, and numbers into your computera hand-operated pointing device. Describe why computers are important. How to use a computer keyboard Whenever you use a computer, you'll probably use a keyboard The most common kind of keyboard is referred to as a ‘QWERTY’ keyboard Quick Reference Guide. A. Key terms. Follow these step-by-step instructions to help you get to know what your keyboard can do. New computers are often an All-in-one which means that every component is housed in the same case as the monitor except the mouse and keyboard. Describe what an operating system is. These shortcuts will empower you to perform common tasks, navigate through applications, Fingers Anchored: rest your fingers on the home row keys. R Learning Goals. When you reach for a key on the top or bottom row, remember to bring your fingers back to the home row position. It was invented by C L Scholes in the s when he was working out the best place to put t. The contents are suitable for piano Keyboard: The keyboard is an important tool that allows a user to communicate with the computer. •Become familiar with parts of the A typical keyboard has four basic types of keys: Typing keys Numeric keypad Function keys Control keys The typing keys are the section of the keyboard that contain the keyboard shortcuts for Windowsand, as well as for Microsoft Word and Excel. Explain the difference between computer hardware and computer software. Use a Keyboard Shortcut: Press and holdor more modifier keys (such as Shift or Ctrl) and then press the last key of the shortcut. Whenever you use a computer, you'll probably use a keyboard. eys on the top row of letters. Identify the operating system you have on your own computer and phone. Make sure you blink while at the computer to minimize your risk of dry-eye syndrome Definition of terms. a document open to type into.