

Bhagirathi Bal Shiksha Sadan Secondary School

Class - VII

Sub - Computer

L-1

Computer Hardware and Software

HARDWARE :- All the components of a computer that you can see and touch are called hardware.

The classification of hardware components is as follows:

Input Devices :- The devices that are used to enter the data into the computer are called Input Devices.

1. **Keyboard :-** The keyboard are used for typing text, number and special characters, and for giving commands to the computer. A standard keyboard has 104 keys on it and it is known as QWERTY keyboard.

2. **Mouse :-** A mouse is usually called a pointing device. It has two buttons - Left and

and Right and a Scroll wheel.

There are three types of mouse.

- a. **Mechanical mouse**:- It has a rubber ball at the bottom surface. The ball rotates on flat surface to move the cursor on screen.
 - b. **Optical mouse**:- It uses light beams instead of rotating ball to detect the movement of mouse.
 - c. **Cordless mouse**:- It transmits the signal via infrared radiations.
3. **Microphone**:- A microphone is used for inputting voice in computer. By using microphone you can record your voice into the computer or can give voice commands.
4. **Touch Screen**:- A touch screen is a latest input device. It allows you to enter the input by touching a finger on screen. Touch screens are mostly found as ATMs.

A Fill in the Blanks.

touch screen, Operating system, input, Coreless, output

1. The _____ devices are used for entering the data into the computer.
2. A _____ mouse transmits the signal via infrared radiations.
3. A _____ allows us to enter the data by touching a finger on screen.
4. The devices that are used to retrieve the processed information are called _____ devices.
5. The _____ is a best known example of System Software.

B. Answer the following questions.

1. How many keys a standard keyboard contains?
2. Name two types of mouse.
3. Write names of any two pointing devices.

C. Collect the images of some pointing devices and paste them in your notebook under the heading 'Pointing Devices!'