# **Computer - Input Devices**

Following are few of the important input devices which are used in a computer:

- Keyboard
- Mouse
- Joy Stick
- Light pen
- Track Ball
- Scanner
- Graphic Tablet
- Microphone
- Magnetic Ink Card Reader(MICR)
- Optical Character Reader(OCR)
- Bar Code Reader
- Optical Mark Reader(OMR)

## Keyboard

Keyboard is the most common and very popular input device which helps in inputting data to the computer. The layout of the keyboard is like that of traditional typewriter, although there are some additional keys provided for performing additional functions.

Keyboards are of two sizes 84 keys or 101/102 keys, but now keyboards with 104 keys or 108 keys are also available for Windows and Internet.

The keys on the keyboard are as follows:

Sr.No	Keys	Description
1	Typing Keys	These keys include the letter keys (A-Z) and digit keys (0-9) which generally give same layout as that of typewriters.

2	Numeric Keypad	It is used to enter numeric data or cursor movement. Generally, it consists of a set of 17 keys that are laid out in the same configuration used by most adding machines and calculators.
3	Function Keys	The twelve function keys are present on the keyboard which are arranged in a row at the top of the keyboard. Each function key has unique meaning and is used for some specific purpose.
4	Control keys	These keys provide cursor and screen control. It includes four directional arrow keys. Control keys also include Home, End, Insert, Delete, Page Up, Page Down, Control(Ctrl), Alternate(Alt), Escape(Esc).
5	Special Purpose Keys	Keyboard also contains some special purpose keys such as Enter, Shift, Caps Lock, Num Lock, Space bar, Tab, and Print Screen.



## Mouse

Mouse is most popular pointing device. It is a very famous cursor-control device having a small palm size box with a round ball at its base which senses the movement of mouse and sends corresponding signals to CPU when the mouse buttons are pressed.

Generally it has two buttons called left and right button and a wheel is present between the buttons. Mouse can be used to control the position of cursor on screen, but it cannot be used to enter text into the computer.

#### Advantages

- Easy to use
- Not very expensive
- Moves the cursor faster than the arrow keys of keyboard.



Joystick is also a pointing device which is used to move cursor position on a monitor screen. It is a stick having a spherical ball at its both lower and upper ends. The lower spherical ball moves in a socket. The joystick can be moved in all four directions.

The function of joystick is similar to that of a mouse. It is mainly used in Computer Aided Designing (CAD) and playing computer games.



# Light Pen

Light pen is a pointing device which is similar to a pen. It is used to select a displayed menu item or draw pictures on the monitor screen. It consists of a photocell and an optical system placed in a small tube. When the tip of a light pen is moved over the monitor screen and pen button is pressed, its photocell sensing element detects the screen location and sends the corresponding signal to the CPU.

# Track Ball

Track ball is an input device that is mostly used in notebook or laptop computer, instead of a mouse. This is a ball which is half inserted and by moving fingers on ball, pointer can be moved. Since the whole device is not moved, a track ball requires less space than a mouse. A track ball comes in various shapes like a ball, a button and a square.



## Scanner

Scanner is an input device which works more like a photocopy machine. It is used when some information is available on a paper and it is to be transferred to the hard disc of the computer for further manipulation. Scanner captures images from the source which are then converted into the digital form that can be stored on the disc. These images can be edited before they are printed.



# Digitizer

Digitizer is an input device which converts analog information into digital form. Digitizer can convert a signal from the television or camera into a series of numbers that could be stored in a computer. They can be used by the computer to create a picture of whatever the camera had been pointed at. Digitizer is also known as Tablet or Graphics Tablet because it converts graphics and pictorial data into binary inputs. A graphic tablet as digitizer is used for doing fine works of drawing and image manipulation applications.

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## Microphone

Microphone is an input device to input sound that is then stored in digital form. The microphone is used for various applications like adding sound to a multimedia presentation or for mixing music.



MICR input device is generally used in banks because of a large number of cheques to be processed every day. The bank's code number and cheque number are printed on the cheques with a special type of ink that contains particles of magnetic material that are machine readable. This reading process is called Magnetic Ink Character Recognition (MICR). The main advantages of MICR is that it is fast and less error prone.



## Optical Character Reader(OCR)

OCR is an input device used to read a printed text. OCR scans text optically character by character, converts them into a machine readable code and stores the text on the system memory.



# Bar Code Readers

Bar Code Reader is a device used for reading bar coded data (data in form of light and dark lines). Bar coded data is generally used in labelling goods, numbering the books etc. It may be a hand held scanner or may be embedded in a stationary scanner. Bar Code Reader scans a bar code image, converts it into an alphanumeric value which is then fed to the computer to which bar code reader is connected.

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## Optical Mark Reader(OMR)

OMR is a special type of optical scanner used to recognize the type of mark made by pen or pencil. It is used where one out of a few alternatives is to be selected and marked. It is specially used for checking the answer sheets of examinations having multiple choice questions.



# **Computer - Output Devices**

Following are few of the important output devices which are used in a computer.

- Monitors
- Graphic Plotter
- Printer

## Monitors

Monitors, commonly called as Visual Display Unit (VDU), are the main output device of a computer. It forms images from tiny dots, called pixels that are arranged in a rectangular form. The sharpness of the image depends upon the number of pixels.

There are two kinds of viewing screen used for monitors.

- Cathode-Ray Tube (CRT)
- Flat- Panel Display

#### Cathode-Ray Tube (CRT) Monitor

The CRT display is made up of small picture elements called pixels. The smaller the pixels, the better the image clarity, or resolution. It takes more than one illuminated pixel to form whole character, such as the letter 'e' in the word help.

A finite number of characters can be displayed on a screen at once. The screen can be divided into a series of character boxes - fixed location on the screen where a standard character can be placed. Most screens are capable of displaying 80 characters of data horizontally and 25 lines vertically. There are some disadvantages of CRT:

- Large in Size
- High power consumption

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#### Flat-Panel Display Monitor

The flat-panel display refers to a class of video devices that have reduced volume, weight and power requirement in comparison to the CRT. You can hang them on walls or wear them on your wrists. Current uses of flat-panel displays include calculators, video games, monitors, laptop computer, graphics display.

The flat-panel display is divided into two categories:

- Emissive Displays The emissive displays are devices that convert electrical energy into light. Example are plasma panel and LED(Light-Emitting Diodes).
- Non-Emissive Displays The Non-emissive displays use optical effects to convert sunlight or light from some other source into graphics patterns. Example is LCD(Liquid-Crystal Device)



# Printers

Printer is an output device, which is used to print information on paper.

There are two types of printers:

- Impact Printers
- Non-Impact Printers

# **Impact Printers**

The impact printers print the characters by striking them on the ribbon which is then pressed on the paper.

Characteristics of Impact Printers are the following:

- Very low consumable costs
- Very noisy
- Useful for bulk printing due to low cost
- There is physical contact with the paper to produce an image

These printers are of two types

- Character printers
- Line printers

#### Character Printers

Character printers are the printers which print one character at a time.

These are further divided into two types:

- Dot Matrix Printer(DMP)
- Daisy Wheel

#### DOT MATRIX PRINTER

In the market one of the most popular printers is Dot Matrix Printer. These printers are popular because of their ease of printing and economical price. Each character printed is in form of pattern of dots and head consists of a Matrix of Pins of size (5\*7, 7\*9, 9\*7 or 9\*9) which come out to form a character that is why it is called Dot Matrix Printer.

#### Advantages

- Inexpensive
- Widely Used
- Other language characters can be printed

#### Disadvantages

- Slow Speed
- Poor Quality

#### DAISY WHEEL

Head is lying on a wheel and pins corresponding to characters are like petals of Daisy (flower name) that is why it is called Daisy Wheel Printer. These printers are generally used for word-processing in offices which require a few letters to be sent here and there with very nice quality.

#### Advantages

- More reliable than DMP
- Better quality
- The fonts of character can be easily changed

#### Disadvantages

- Slower than DMP
- Noisy
- More expensive than DMP



#### **Line Printers**

Line printers are the printers which print one line at a time.

These are of further two types

- Drum Printer
- Chain Printer

#### DRUM PRINTER

This printer is like a drum in shape so it is called drum printer. The surface of drum is divided into number of tracks. Total tracks are equal to size of paper i.e. for a paper width of 132 characters, drum will have 132 tracks. A character set is embossed on track. The different character sets available in the market are 48 character set, 64 and 96 characters set. One rotation of drum prints one line. Drum printers are fast in speed and can print 300 to 2000 lines per minute.

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#### Advantages

• Very high speed

#### Disadvantages

- Very expensive
- Characters fonts cannot be changed

#### CHAIN PRINTER

In this printer, chain of character sets are used so it is called Chain Printer. A standard character set may have 48, 64, or 96 characters.

#### Advantages

- Character fonts can easily be changed.
- Different languages can be used with the same printer.

#### Disadvantages

Noisy

## Non-impact Printers

Non-impact printers print the characters without using ribbon. These printers print a complete page at a time so they are also called as Page Printers.

#### These printers are of two types

- Laser Printers
- Inkjet Printers

## Characteristics of Non-impact Printers

- Faster than impact printers.
- They are not noisy.
- High quality.
- Support many fonts and different character size.

#### Laser Printers

These are non-impact page printers. They use laser lights to produce the dots needed to form the characters to be printed on a page.

#### ADVANTAGES

- Very high speed
- Very high quality output
- Give good graphics quality
- Support many fonts and different character size

#### DISADVANTAGES

- Expensive.
- Cannot be used to produce multiple copies of a document in a single printing.



#### **Inkjet Printers**

Inkjet printers are non-impact character printers based on a relatively new technology. They print characters by spraying small drops of ink onto paper. Inkjet printers produce high quality output with presentable features.

They make less noise because no hammering is done and these have many styles of printing modes available. Colour printing is also possible. Some models of Inkjet printers can produce multiple copies of printing also.

#### ADVANTAGES

- High quality printing
- More reliable

#### DISADVANTAGES

- Expensive as cost per page is high
- Slow as compared to laser printer



# **Computer - Memory**

A memory is just like a human brain. It is used to store data and instructions. Computer memory is the storage space in computer where data is to be processed and instructions required for processing are stored. The memory is divided into large number of small parts called cells. Each location or cell has a unique address which varies from zero to memory size minus one. For example if computer has 64k words, then this memory unit has 64 \* 1024=65536 memory locations. The address of these locations varies from 0 to 65535.

Memory is primarily of three types

- Cache Memory
- Primary Memory/Main Memory
- Secondary Memory

# Cache Memory

Cache memory is a very high speed semiconductor memory which can speed up CPU. It acts as a buffer between the CPU and main memory. It is used to hold those parts of data and program which are most frequently used by CPU. The parts of data and programs are transferred from disk to cache memory by operating system, from where CPU can access them.

#### Advantages

The advantages of cache memory are as follows:

- Cache memory is faster than main memory.
- It consumes less access time as compared to main memory.
- It stores the program that can be executed within a short period of time.
- It stores data for temporary use.

#### Disadvantages

The disadvantages of cache memory are as follows:

- Cache memory has limited capacity.
- It is very expensive.

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# Primary Memory (Main Memory)

Primary memory holds only those data and instructions on which computer is currently working. It has limited capacity and data is lost when power is switched off. It is generally made up of semiconductor device. These memories are not as fast as registers. The data and instruction required to be processed reside in main memory. It is divided into two subcategories RAM and ROM.

#### Characteristics of Main Memory

- These are semiconductor memories
- It is known as main memory.
- Usually volatile memory.
- Data is lost in case power is switched off.
- It is working memory of the computer.
- Faster than secondary memories.
- A computer cannot run without primary memory.



# Secondary Memory

This type of memory is also known as external memory or non-volatile. It is slower than main memory. These are used for storing data/Information permanently. CPU directly does not access these memories instead they are accessed via input-output routines. Contents of secondary memories are first transferred to main memory, and then CPU can access it. For example : disk, CD-ROM, DVD etc.

#### Characteristic of Secondary Memory

- These are magnetic and optical memories
- It is known as backup memory.
- It is non-volatile memory.
- Data is permanently stored even if power is switched off.
- It is used for storage of data in a computer.
- Computer may run without secondary memory.
- Slower than primary memories.



# **Computer - Random Access Memory**

RAM(Random Access Memory) is the internal memory of the CPU for storing data, program and program result. It is read/write memory which stores data until the machine is working. As soon as the machine is switched off, data is erased.

Access time in RAM is independent of the address that is, each storage location inside the memory is as easy to reach as other locations and takes the same amount of time. Data in the RAM can be accessed randomly but it is very expensive.

RAM is volatile, i.e. data stored in it is lost when we switch off the computer or if there is a power failure. Hence a backup uninterruptible power system(UPS) is often used with computers. RAM is small, both in terms of its physical size and in the amount of data it can hold.

RAM is of two types

- Static RAM (SRAM)
- Dynamic RAM (DRAM)

# Static RAM (SRAM)

The word **static** indicates that the memory retains its contents as long as power is being supplied. However, data is lost when the power gets down due to volatile nature. SRAM chips use a matrix of 6-transistors and no capacitors. Transistors do not require power to prevent leakage, so SRAM need not have to be refreshed on a regular basis. Because of the extra space in the matrix, SRAM uses more chips than DRAM for the same amount of storage space, thus making the manufacturing costs higher. So SRAM is used as cache memory and has very fast access.

#### Characteristic of the Static RAM

- It has long life
- There is no need to refresh
- Faster
- Used as cache memory
- Large size
- Expensive
- High power consumption

# Dynamic RAM (DRAM)

DRAM, unlike SRAM, must be continually **refreshed** in order to maintain the data. This is done by placing the memory on a refresh circuit that rewrites the data several hundred times per second. DRAM is used for most system memory because it is cheap and small. All DRAMs are made up of memory cells which are composed of one capacitor and one transistor.

#### Characteristics of the Dynamic RAM

- It has short data lifetime
- Need to be refreshed continuously
- Slower as compared to SRAM
- Used as RAM
- Lesser in size
- Less expensive
- Less power consumption

# **Computer - Read Only Memory**

ROM stands for Read Only Memory. The memory from which we can only read but cannot write on it. This type of memory is non-volatile. The information is stored permanently in such memories during manufacture. A ROM, stores such instructions that are required to start a computer. This operation is referred to as bootstrap. ROM chips are not only used in the computer but also in other electronic items like washing machine and microwave oven.



Following are the various types of ROM

# MROM (Masked ROM)

The very first ROMs were hard-wired devices that contained a pre-programmed set of data or instructions. These kind of ROMs are known as masked ROMs which are inexpensive.

# PROM (Programmable Read only Memory)

PROM is read-only memory that can be modified only once by a user. The user buys a blank PROM and enters the desired contents using a PROM program. Inside the PROM chip there are small fuses which are burnt open during programming. It can be programmed only once and is not erasable.

# EPROM(Erasable and Programmable Read Only Memory)

The EPROM can be erased by exposing it to ultra-violet light for a duration of up to 40 minutes. Usually, an EPROM eraser achieves this function. During programming, an electrical charge is trapped in an insulated gate region. The charge is retained for more than ten years because the charge has no leakage path. For erasing this charge, ultra-violet light is passed through a quartz crystal window(lid). This exposure to ultra-violet light dissipates the charge. During normal use the quartz lid is sealed with a sticker.

# EEPROM(Electrically Erasable and Programmable Read Only Memory)

The EEPROM is programmed and erased electrically. It can be erased and reprogrammed about ten thousand times. Both erasing and programming take about 4 to 10 ms (milli second). In EEPROM, any location can be selectively erased and programmed. EEPROMs can be erased one byte at a time, rather than erasing the entire chip. Hence, the process of re-programming is flexible but slow.

# Advantages of ROM

The advantages of ROM are as follows:

- Non-volatile in nature
- These cannot be accidentally changed
- Cheaper than RAMs
- Easy to test
- More reliable than RAMs
- These are static and do not require refreshing
- Its contents are always known and can be verified

# **Computer - Motherboard**

The motherboard serves as a single platform to connect all of the parts of a computer together. A motherboard connects CPU, memory, hard drives, optical drives, video card, sound card, and other ports and expansion cards directly or via cables. It can be considered as the backbone of a computer.



## Features of Motherboard

A motherboard comes with following features:

- Motherboard varies greatly in supporting various types of components.
- Normally a motherboard supports a single type of CPU and few types of memories.
- Video Cards, Hard disks, Sound Cards have to be compatible with motherboard to function properly
- Motherboards, cases and power supplies must be compatible to work properly together.

# Popular Manufacturers

- Intel
- ASUS
- AOpen
- ABIT
- Biostar
- Gigabyte
- MSI

# Description of Motherboard

The motherboard is mounted inside the case and is securely attached via small screws through predrilled holes. Motherboard contains ports to connect all of the internal components. It provides a single socket for CPU whereas for memory, normally one or more slots are available. Motherboards provide ports to attach floppy drive, hard drive, and optical drives via ribbon cables. Motherboard carries fans and a special port designed for power supply.

There is a peripheral card slot in front of the motherboard using which video cards, sound cards and other expansion cards can be connected to motherboard.

On the left side, motherboards carry a number of ports to connect monitor, printer, mouse, keyboard, speaker, and network cables. Motherboards also provide USB ports which allow compatible devices to be connected in plug-in/plug-out fashion for example, pen drive, digital cameras etc.

# **Computer - Memory Units**

Memory unit is:

- The amount of data that can be stored in the storage unit.
- That in which storage capacity is expressed in terms of Bytes.

Following are the main memory storage units:

Sr.No.	Unit	Description		
1	Bit (Binary Digit)	A binary digit is logical 0 and 1 representing a passive or an active state of a component in an electric circuit.		
2	Nibble	A group of 4 bits is called nibble.		
3	Byte	A group of 8 bits is called byte. A byte is the smallest unit which can represent a data item or a character.		
4	Word	A computer word, like a byte, is a group of fixed number of bits processed as a unit which varies from computer to computer but is fixed for each computer. The length of a computer word is called word-size or word length and it may be as small as 8 bits or may be as long as 96 bits. A computer stores the information in the form of computer words.		
USB Flash Drive 4GB				



#### Few higher storage units are following

Sr.No.	Unit	Description
1	Kilobyte (KB)	1 KB = 1024 Bytes
2	Megabyte (MB)	1 MB = 1024 KB
3	GigaByte (GB)	1 GB = 1024 MB
4	TeraByte (TB	1 TB = 1024 GB
5	PetaByte (PB)	1 PB = 1024 TB

# **Computer - Ports**

# What is a Port?

A port:

- Is a physical docking point using which an external device can be connected to the computer.
- Can also be programmatic docking point through which information flows from a program to computer or over the internet.

#### Characteristics

A port has the following characteristics:

- External devices are connected to a computer using cables and ports.
- Ports are slots on the motherboard into which a cable of external device is plugged in.
- Examples of external devices attached via ports are mouse, keyboard, monitor, microphone, speakers etc.



Following are few important types of ports:

#### Serial Port

- Used for external modems and older computer mouse
- Two versions : 9 pin, 25 pin model
- Data travels at 115 kilobits per second

#### **Parallel Port**

- Used for scanners and printers
- Also called printer port
- 25 pin model
- Also known as IEEE 1284-compliant Centronics port

#### PS/2 Port

- Used for old computer keyboard and mouse
- Also called mouse port
- Most of the old computers provide two PS/2 port, each for mouse and keyboard
- Also known as IEEE 1284-compliant Centronics port

#### Universal Serial Bus (or USB) Port

- It can connect all kinds of external USB devices such as external hard disk, printer, scanner, mouse, keyboard etc.
- It was introduced in 1997.
- Most of the computers provide two USB ports as minimum.
- Data travels at 12 megabits per seconds
- USB compliant devices can get power from a USB port

#### VGA Port

- Connects monitor to a computer's video card.
- Has 15 holes.
- Similar to serial port connector but serial port connector has pins, it has holes.

#### Power Connector

- Three-pronged plug
- Connects to the computer's power cable that plugs into a power bar or wall socket

#### **Firewire Port**

- Transfers large amount of data at very fast speed.
- Connects camcorders and video equipment to the computer
- Data travels at 400 to 800 megabits per seconds

- Invented by Apple
- Three variants : 4-Pin FireWire 400 connector, 6-Pin FireWire 400 connector and 9-Pin FireWire 800 connector

#### Modem Port

• Connects a PC's modem to the telephone network

#### **Ethernet Port**

- Connects to a network and high speed Internet.
- Connect network cable to a computer.
- This port resides on an Ethernet Card.
- Data travels at 10 megabits to 1000 megabits per seconds depending upon the network bandwidth.

#### Game Port

- Connect a joystick to a PC
- Now replaced by USB.

#### Digital Video Interface, DVI port

- Connects Flat panel LCD monitor to the computer's high end video graphic cards.
- Very popular among video card manufacturers.

#### Sockets

• Connect microphone, speakers to sound card of the computer

# **Computer - Hardware**

Hardware represents the physical and tangible components of a computer i.e. the components that can be seen and touched.

Examples of Hardware are following:

- Input devices -- keyboard, mouse etc.
- **Output devices --** printer, monitor etc.
- Secondary storage devices -- Hard disk, CD, DVD etc.
- Internal components -- CPU, motherboard, RAM etc.



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