

Key Vocabulary

Computer	A computer is an electronic device for working with information. The information can be numbers, words, pictures, movies or sounds.
Laptop	A laptop is a portable computer that can be moved around easily to different places.
Mouse	A mouse is a small handheld device that controls a cursor on the computer screen.
Trackpad	This is sometimes also called a 'touchpad'. The trackpad is a flat control surface used to move the cursor, most often found on a laptop.
Keyboard	A computer keyboard is an input device with a set of keys that allows you to enter letters, numbers and other symbols into a computer.
Open	Open means to show a saved piece of work on your computer, which you can then edit.
Save	When you save your work, it stores it so that you can open it up again.
Double-click	To double-click you need to press the computer mouse button twice quickly, without moving the mouse.
Shut down	Shutting down a computer means to turn it off completely. This is done by correctly selecting the shut down option.
Cursor	A cursor is usually an arrow (or sometimes a blinking line) on a computer screen that is controlled by the mouse. It shows you where you are working.



Hardware

Desktop **computer**

Monitor



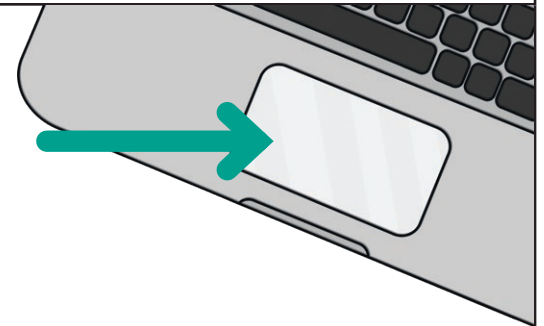
Laptop



Keyboard



Mouse



Trackpad

Icons

**Save****Open****Cursor**

Minimise



Maximise



Close