THE PARTS OF A COMPUTER

WARNING: THERE ARE DELIBERATE SPELLING AND GRAMMAR MISTAKES IN THIS TEXT!

CD-ROM Drive: This device reads data from a disc. These CDs look like a music CD, but hold data instead of musics.

CPU: The CPU, or central processing unit, is the 'brian' of the computer.

Graphics Card: The graphics card is the part of the computer that sends the imadges to the monitor.

Hard Drive: The hard drive is also called the hard disk. Perhaps you'll never see it because it is inside your computer. The computer keeps files, programs and documents there.

Keyboard: This device, is the most important way of inputting data into many programs.

Memory: This is the device that holds information in an electrical or magnetic form. There is two basic types. Read-only memory (ROM) contains program data that never change, and random-access memory (RAM) contains program data that often change and are often accessed by the CPU. ROM and RAM are typically meazured in megabytes (MB).

Modem: This device connect's a computer to a phone so that the user can access the Internet.

**Monitor:** An output device that shows you what you are doing.

Motherboard: The motherboard is the circiut board that everything in the computer plugs into.

Mouse: The mouse is another input device. It is good for moving and pointing to objects on the screen.

Printer: A printer is an essenzial part of the computer if you want to see your work on paper.

Scanner: A scanner is useful if you are working with lots of pictures or photos. It can copy written documents, pictures or photos into your computer.

Sound Card: Your computer uses this device to play music, sounds and voices. Make sure you have a sound card if you're planning to play multimedia games.
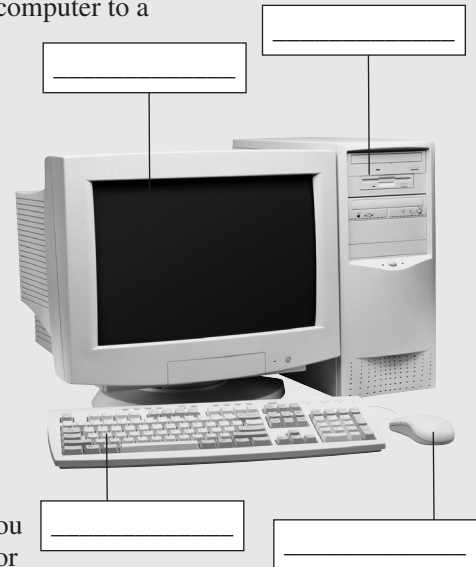
READING

Before you read

1 Look at *Effective reading*.

> **EFFECTIVE READING**
>
> **Predicting language**
> Before you read a specialist text try to predict some of the words you might find. This can help you to understand when you read.

2 **Work in small groups. Write as many words as you know in English related to computers.**

While you read

3 **Label the photo of a computer in English.**

> keyboard   CD-ROM drive   monitor
> mouse   printer

While you read

4 **Write *True* or *False*.**

1 A CD-ROM contains music.
2 The hard drive is located on the inside of the computer.
3 The computer has two different types of memory.
4 A scanner can make a hard copy of our work on paper.
5 You can't listen to music if you haven't got a sound card.

LISTENING

⑤ **Write *True* or *False*.**

1 The first calculator worked with six numbers.
2 The first modern calculator was invented by a German.
3 In the 1960s a minicomputer cost around £12,000.
4 Microsoft began in the 1970s.
5 By 1989, Microsoft were making 10 billion dollars.

WRITING

6 **Look at *Effective writing*.**

> **EFFECTIVE WRITING**
>
> **Writing three drafts**
> On a computer, it's much easier to change what you've written. Look at your writing three times. First, quickly write down your ideas. Then go back and organise them into logical paragraphs. Finally go back again and check the spelling, grammar, and punctuation.

7 **Look at this piece of writing. Put the sentences into three groups: "getting new software", "problems with installing" and "Jason".**

1 When I first install new software, there are often problems.
2 Sometimes the new program won't run because of a program that is already installed on my computer.
3 I usually ask my friend Jason to help.
4 I love getting new software for my computer.
5 I really love it if it's a new game.
6 Jason can always sort out my computer problems!

8 **Now arrange the sentences in each of the three paragraphs into the best order. Finally, choose a title.**

SPEAKING

9 **Complete the dialogue with the words. in the box.**

> Click on it with the mouse   they're always underlined   How do we do that?

Archie How do we find out more about these campsites?

Robert This page is too general – let's see if any of them have their own web pages.

Archie OK. (1) _____

Robert Look. This one's called Portmeirion Camping. Type that name into the search engine.

Archie Like this?

Robert No, you have to put the cursor in that box first. (2) _____ .

Archie Oh yes, of course. OK, I've got another list of web pages.

Robert Look at the URLs.

Archie The what?

Robert The addresses of the web pages. Look, (3) _____ .

Archie This one says www.portmeirioncamping.com.

Robert Click on that.

Archie This is great! It tells me all about the beach, the price and everything! It even shows you what the weather's like there now, look!

💿 **Listen and check. Now repeat.**

> **USEFUL PHRASES ▼▼▼**
>
> Click on that.
> Like this?
> Type … into the search engine.

10 **Look at the words in grey. Write two more words or phrases for each one.**

11 **Write the dialogue for new people with your ideas. Practise the dialogue in your class.**

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VOCABULARY BUILDER

1 Find the words related to computers and solve the code.

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
1			21	14	X				X		X	4			15	X	7	9		6		X	X		X

Left column

```
              M                  R          E
___  ___  ___ ___ ___    ___  ___ ___  ___ ___
 10   21   7   3   4      21   7  16   18  14

          U
___  ___  ___
 10   15   6

              P                  S
___ ___ ___ ___ ___ ___ ___ ___   ___ ___ ___ ___
 17  7   1  15  11  16  10  9      10   1   7  21

 M              O   R
___ ___ ___ ___ ___ ___ ___
 4  13   2  16   8  13   7

     E           A   R   D
___ ___ ___ ___ ___ ___ ___ ___
 12  14   3   5  13   1   7  21

 M   E   M
___ ___ ___ ___ ___ ___
 4  14   4  13   7   3

 M           E   M
___ ___ ___ ___ ___
 4  13  21  14   4
```

Right column

```
              E   R       E
___ ___ ___ ___ ___ ___ ___ ___
 16  2   8  14   7   2  14   8

 M              E           A   R   D
___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___
 4  13   8  11  14   7   5  13   1   7  21

 M       U   S   E
___ ___ ___ ___ ___
 4  13   6   9  14

 S           E   E
___ ___ ___ ___ ___ ___
 9  10   7  14  14   2

         R           E
___ ___ ___ ___ ___ ___ ___
 15  7  16   2   8  14   7

 S                   E   R
___ ___ ___ ___ ___ ___ ___
 9  10   1   2   2  14   7

 S   U                   R
___ ___ ___ ___ ___   ___ ___ ___ ___
 9  13   6   2  21     10   1   7  21
```

2 Now complete the sentences with some of the words from exercise 1.

1 Use the _____ to click on the left.
2 There isn't any paper in the _____ .
3 I can't save that file, it's too big! I haven't got enough _____ on my computer.
4 Something's wrong with her computer. The _____ has gone black. She can't see anything.
5 You can use the _____ to get information for the school project.
6 If we had a _____ , we could copy these documents directly into our computer. We wouldn't need to type them.

COLLABORATIVE PROJECTS

1 Work with a partner, copy the text on the first page of this worksheet "The Parts of a Computer" into the computer, typing it in Word.

i) There are ten spelling and grammar mistakes in the text. How many can you find? Make a list of all the mistakes you can find, and try to correct them.

ii) Work together to arrange the text in Word so that it looks like the original. Check the margins, fonts, bold and italic text, and justification.

iii) Turn on the automatic spelling and grammar check options. Count the grammar mistakes (green) and the spelling mistakes (red). Right click on each one, and decide with the help of the computer how to correct them.

iv) Use the thesaurus and translate features to understand and learn any words you do not know.

2 On the Internet, use a search engine to find advice about buying a computer. Choose an appropriate text in English, copy it into Word, and prepare a second document like the first. Again, use the automatic features to correct any mistakes.

3 Work in groups of four. (In Excel) make a list of all the different mistakes you found, and the corrections you used. Can you find any other ways to improve the text? What different kinds of mistakes were there? Classify the list. (Find the total number of mistakes each group corrected, and use Excel to calculate the average number).

CONSOLIDATION

1 Complete the sentences with the correct option. You can use the computer to help you.

1 always use a computer to write my essays _____ .
   A on   **C** at   **B** in

2 We've never used a search engine, _____ ?
   A have we   **B** did we   **C** haven't we

3 You _____ save your document regularly.
   A should   **B** ought   **C** should to

4 _____ virus is a program that enters into a computer and destroys or damages data.
   A The   **B** A   **C** One

5 _____ viruses are spread over the Internet.
   A All of   **B** The majority **C** Most

6 This model is _____ expensive, but it's worth it.
   A most   **B** the more **C** the most

7 You use a scanner _____ copying a picture or document into a computer.
   A to   **B** for   **C** in

8 She _____ the computer and started to work.
   A turned off **B** turn off **C** turned on

9 The memory is the part _____ information is stored.
   A in which   **B** which   **C** that

2 Choose the correct word.

1 Turn on the automatic spelling and grammar **check** / **control** options.

2 When I first **instill** / **install** new software, there are often problems.

3 OK, I've got another list of **surf** / **web** pages.

4 The central processing unit is like the **brain** / **brian** of the computer.

5 In the 1960s a typical minicomputer **cost** / **spent** around $20,000.

6 Go back and organise your ideas into logical **paragraphs** / **keyboards**.

COMPUTERS

Answer Key

Reading

4 1 false; 2 true; 3 true; 4 false; 5 true

Listening

5 The development of computers is linked to Maths. It's possible to say that computers first started with the invention of the abacus in Babylonia (now Iraq) in the fourth century BC. Wilhelm Schickard, a German professor, built the first calculator in 1623. But it only worked with six numbers. The German Konrad Zuse made the first modern calculator in 1941.

Colossus was a British computer which was used for breaking codes. It began working in 1943.

The next step towards the modern computer was the Universal Automatic Computer which was developed in 1951. It could store 12,000 numbers and letters. In the 1960s a typical minicomputer cost around $20,000. Not many people could buy a computer then. They were too expensive. Word processing was invented in 1968 by Doug Engelbart.

The computer giant Microsoft began its life in the 1970s. By 1977, the computer company Apple was selling computers for $1,195. The IBM computer was released in 1981 and the Apple Macintosh was on sale in 1984. The computer program Microsoft Windows 1.0 was in the shops in 1985. By 1989, Microsoft's sales reached $1 billion.

1 true; 2 true; 3 false; 4 true; 5 false.

Writing

7 getting new software: 4, 5; problems with installing: 1, 2; Jason: 3, 6

8 Possible solution: others may also be correct.
New software
I love getting new software for my computer.
I really love it if it's a new game.
When I first install new software there are often problems. Sometimes it won't run because of a program that is already installed on my computer. I usually ask my friend Jason to help. He can always sort out my computer problems!

Speaking

9 1 How do we do that? 2 Click on it with the mouse; 3 They're always underlined.

Vocabulary

1 B 5; C 10; G 17; H 11; I 16; K 12; N 2; O 13; T 8; V 18; Y 3
CD-ROM drive; CPU; graphics card; monitor; keyboard; memory; modem; Internet; motherboard; mouse; screen; printer; scanner; sound card.
2 1 mouse, 2 printer, 3 memory; 4 screen; 5 Internet; 6 scanner

Consolidation

1 1 A; 2 A; 3 A; 4 B; 5 C; 6 C; 7 B; 8 C; 9 A
1 check; 2 install; 3 web; 4 brain; 5 cost;
6 paragraphs.

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COMPUTERS

Collaborative Projects

- In pairs students type the text from the first page of the worksheet in Word, copying it precisely.
- The original text contains ten errors of different types. The students should try to find and correct the errors.
- Students should style up the text in Word to make it look as much like the original as possible.
- They should use the automatic correction function, ensuring it has been activated for the English language. The computer will highlight some (but not all) errors in red (for spelling mistakes) or green (for grammatical errors).
- Each pair decides how to correct the text using the functions to find synonyms or translations by right clicking on the mouse.
- An alternative would be to conduct an Internet search and repeat the task with an authentic text found by the students themselves.
- At the end of the activity the class could prepare a list of errors and a definitive corrected text.