Before you start

1 Match the computer parts with the words below.

floppy disk ☐ scanner ☐ mouse ☐ keyboard ☐ tower ☐ monitor ☐ CD-rewriter ☐ printer ☐
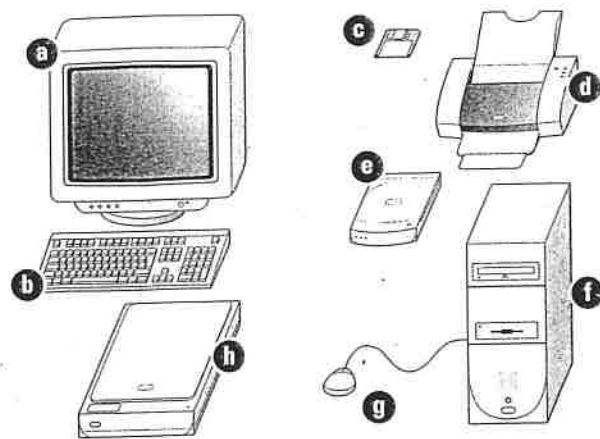
Reading

2 Read the text quickly. Match the headings (a–d) with the paragraphs (1–4).

a Memory ☐   c PCs and Notebooks ☐
b Speed ☐   d Hardware/Software ☐

1 The parts of a computer you can touch, such as the monitor or the Central Processing Unit (CPU) are hardware. All hardware except the CPU and the working memory are called peripherals. Computer programs are software. The operating **system** (OS) is software that controls the hardware. Most computers **run** the Microsoft Windows OS. MacOS and Linux are other operating systems.

2 The CPU controls how fast the computer **processes** data, or information. We measure its speed in megahertz (MHz) or gigahertz (GHz). The higher the speed of the CPU, the faster the computer will run. You can type letters and play computer games with a 500 MHz CPU. Watching movies on the Internet needs a faster CPU and a modem.

3 We measure the Random Access Memory (RAM) of the computer in megabytes (MB). RAM controls the **performance** of the computer when it is working and moves data to and from the CPU. Programs with a lot of **graphics** need a large RAM to run well. The hard disk **stores** data and software programs. We measure the size of the hard disk in gigabytes (GB).

4 Computer technology changes fast, but a desktop PC (Personal Computer) usually has a tower, a separate monitor, a keyboard and a mouse. The CPU, modem, CD-ROM and floppy disk drives are usually inside the tower. A notebook is a portable computer with all these **components** inside one small unit. Notebooks have a screen, not a monitor, and are usually more expensive than desktops with similar **specifications**.

3 Look at these words from the text. Write H (hardware), P (peripheral), S (software) or M (measurement) next to each one.

1 CPU	H	7 mouse	☐
2 MacOS	S	8 modem	☐
3 megabyte (MB)	M	9 Linux	☐
4 printer	P	10 scanner	☐
5 RAM	☐	11 gigabytes (GB)	☐
6 megahertz (MHz)	☐	12 floppy disk	☐

Vocabulary

4 Match the **highlighted** words and phrases in the text with the definitions (1–8).

1 parts _____
2 pictures and images _____
3 a way of doing something _____
4 reads and uses data _____
5 measurements _____
6 use a computer program _____
7 keeps data in the memory _____
8 how well a computer does something _____

Speaking

5 Work in pairs. Look at the chart and compare the two computers. Use *fast, slow, cheap, expensive, big, small.*

	Hi-Tech 2010	Series X Wi-Fi
Type	PC	Notebook
CPU	933 MHz	1.5GHz
RAM	256 MB	512 MB
Monitor/Screen	17 inch	15 inch
Hard disk	20 GB	40 GB
Price	€2,000	€2,999

> ## Get real
> Look at new computers on the Internet or in magazines. Find one you like. Make a note of its specifications. Bring your notes to class and say why you like it. Build a class file of computers with information about them.
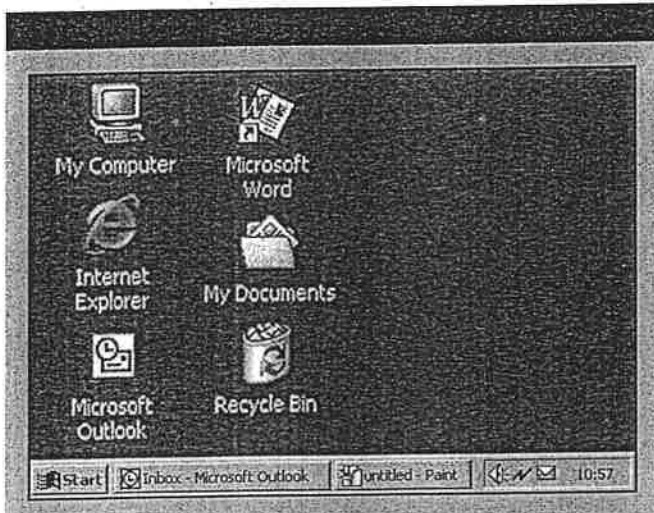
Before you start

1 What do you see first when you turn on a computer? How do you open a program?

Reading

2 Read the text quickly and match the headings (a–d) with the paragraphs (1–4).

a The control panel ☐ c The desktop ☐
b The drives ☐ d Using icons ☐

1️⃣ The desktop is the screen that appears after you boot up, or turn on, your computer. It shows a number of icons on a background picture or colour. When you buy a new computer and boot up for the first time, the desktop will only show a small number of icons. In the Windows operating system, these usually include My Computer and the Recycle Bin.

2️⃣ Double-clicking on an icon with the mouse opens a computer program, a folder or a file. Folders usually contain other files. You can move icons around the desktop, add new ones or remove them by deleting them. Deleted files go to the Recycle Bin. People usually put the programs they use most often on the desktop to find them quickly.

3️⃣ When you double-click on My Computer another screen appears. This screen shows the A: drive icon, for floppy disks; the C: drive icon, which usually contains all of the main programs and folders on your computer; the D: drive icon, which is usually the CD-ROM drive, and the Control Panel folder.

4️⃣ When you double-click on Control Panel, another screen appears that shows many other icons, such as the Display icon and the Date/Time icon. Double-clicking on Display opens a box that lets you personalize your desktop by changing the screen saver (the moving image that appears when no one is using the computer) or the background picture.

3 Decide if the sentences are true (T) or false (F).

1 The desktop appears before you boot up. T/F
2 Files are usually inside folders. T/F
3 People usually put their favourite programs on the desktop. T/F
4 Use the C: drive to open floppy disks. T/F
5 You cannot change the background picture of the desktop. T/F
6 The Control Panel folder contains the Date/Time icon. T/F

Vocabulary

4 Find the words in the text that mean:

1 comes into view so you can see it (paragraph 1)
_____

2 the picture or colour on your screen (1)
_____

3 clicking the mouse two times quickly (2)
_____

4 something that holds documents or files (2)
_____

5 most important (3) _____

6 make something the way you want it (4)
_____

5 Complete the sentences (1–7) with the words in the box.

> Display ■ screen saver ■ folders ■ Recycle Bin ■ files ■ deleted ■ desktop

1 The _____ icon lets you change the way your desktop looks.
2 If you remove a file by mistake, you can find it in the _____.
3 The _____ appears when you don't use the mouse or keyboard.
4 I didn't use that program very much so I _____ it from my desktop.
5 I have a great program on my _____ that I use for playing music.
6 Windows Explorer lets you move _____ from one folder to another.
7 _____ contain documents or files.

Speaking

6 Choose five icons on your desktop. Say what you use these programs for.

▶ **Get real**
Go into Control Panel on your computer and choose two other icons that interest you. Double-click on them and make notes on what they do. Report back to the class.