Input devices are the pieces of hardware which allow us to enter information into the computer. There are some of them.

**A keyboard:**

A standart PC keyboard has various groups of keys.

**Alphanumeric keys** – these represents letters and numbers.

**A numeric keypad** appears to the right of the main keyboard and contains numeric editing keys.

**Function keys** appear at the top of the keyboard and can be programmed to do special jobs.

**Cursor keys** include keys which allow you to move around workspace.

**Dedicated keys** are used to issue commands or produce alternative characters.

**A mouse:**

A mouse is hand-held device that lets you move a pointer and select items on the screen. Usually has about two keys and one scroll wheel, they allow you to interact with the PC. An optical mouse has an optical sensor, a wireless mouse has no cable and sends data via infrared signals.

**Voice:**

Also, we can interact with the computer by voice with voice recognition system. This system allows you to dictate text or to control your PC by voic commands.

Input devices such as scanners and cameras allow you to capture and copy images into a computer.

**Scanners:**

A scanner is a peripheral that reads images and converts them into electronic codes which can be understood by a computer. There are different types.

A flatbed is built like a photocopier and is for use on a desktop.

A film scanner is used to scan film negatives or 35 mm slides.

A hand-held scanner is small and T-shaped, is used for small pictures.

A pen scanner is used to scan text figures e.t.c..

Barcode scanners read barcodes and send product info to the computer.

The resolution of a scanner is measured in dots per inch. Most of the scanners come with Optical Scanner Recognition.

**Digital camera:**

A digital camera doesn’t use film. Photos are stored as digital data on flash memory card. Also, you can connect camera or card to PC to redact or view pictures.

**Web camera:**

Web cameras let you send and receive live video pictures through the internet and alco they can be used to record photos and videos onto your hard disk. They connect to the PC by USB or FireWire port and can display video at 24 to 30 frames per second. Some include a headset with a microphone and earpiece.