







Introduction to Computers - Lesson 1




Computer Components

Hardware (Physical parts)

-  CPU: Brain of computer, processes instructions
-  RAM: Temporary memory for running programs
-  Storage (HDD/SSD): Permanent file storage
-  Input devices: Keyboard, mouse
-  Output devices: Monitor, speakers
-  Motherboard: Connects all components

Operating Systems

Software that manages hardware and runs programs

-  Windows
-  macOS
-  Linux

Key Functions:

- File management

- Program execution
- Resource management
- User interface

File Management

File System Organization:





- Files: Documents, images, programs
- Folders: Containers for files
- Directory structure: Root → folders → subfolders

Basic Operations:

- Create new files/folders
- Copy/Cut/Paste
- Delete/Recover
- Rename
- Move files between folders

Basic Computer Operations

Power Operations:

-  Start up
-  Restart
-  Sleep/Hibernate
-  Shut down

Practical Skills

- **Mouse Control:** Left click (Select), Right click (Options), Double click (Open)
- **Keyboard Shortcuts:** Copy (Ctrl+C), Paste (Ctrl+V)
- **Basic Troubleshooting:** Task Manager, Force quit, Storage check