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| Types of computers | Advantages | Disadvantages |
| Desktop/ personal computer | Spare parts aren’t very expensive. | You have to put every document needs to be copied, as it is not portable. |
| Laptop/ Notebook | It is portable. | Limited battery. |
| Tablet | It has a bigger screen than smartphones. Have a pretty large battery life. | Are not as small as a smartphone and so can’t fit in in your pocket. |
| Smartphones | Are portable and have many usages. Are small and so can be carried in your pocket. | Can get lost or stolen and it has a very short battery life if using  Wi - Fi. |