**Input Devices**

Computer keyboards are the most common input devices. Information typed at the keyboard is translated into a series of binary numbers that the CPU can manipulate.

Another common input device, the mouse, is a mechanical device with buttons, rolling ball and optical sensor. To move the cursor on the display screen, the user moves the mouse around on a flat surface. The user selects operations, activates commands, or changes images on the screen by pressing buttons on the mouse.

A scanner is an input device which works like a photocopy machine. It is used when some information is available on a paper. The scanner captures images from the source which are then converted into the digital form that can be stored on the disc.

A barcode reader is a device used for reading barcoded data. Barcoded data is generally used in labelling goods, numbering the books etc. The barcode reader scans a bar code image and converts it into an alphanumeric value.

Other input devices include joysticks and trackballs. Touch-sensitive display screens allow users to point to items or areas on the screen and to activate commands. Voice-recognition circuitry digitizes spoken words and enters them into the computer.