

UNIT 3



THE COMPUTER PARTS @ WORK

Learning Objectives

After completing this Unit, you should be able to:

- tell the functions of the computer parts;
- identify the ways of taking care of the computer parts;
- differentiate CPU's video cable and CPU'S power cable;
- name the kinds of printer;
- cite the difference of soft copy and hard copy;
- familiarize the keyboard keys; and
- find out the types of storage media.

Word Power

System Unit
CD/DVD ROM Drive
Mini-tower
High-tower
Disk Drive
Power Switch
Eject Button
LED
Reset Button
Cable
Monitor
Printer
Output Device
Input Device
Laser Printer
Storage Media
Diskette
Desktop
Monitor
Soft Copy
Hard Copy
Hard Disk
USB Flash Disk
Compact Disc

Lesson 8



Busy Me

My System Unit on Process

Computer is a system. It is like your toy at home. Your toy won't work if some of its parts are missing.

Computer has many parts like your toy. These parts work together as one. They are the system unit, monitor, keyboard, mouse, printer, and a couple of necessary accessories.



Now, let's start exploring the system unit which contains the Central Processing Unit (CPU) inside.

Lesson 8

Busy Me

My System Unit on Process

The system unit with a Central Processing Unit (CPU) is the part that thinks for the computer. That's why it is also known as the brain of the computer. It is in the system unit where processing of data takes place.

Here are the different parts of the system unit.

Casing

It is a metal case that protects the different parts inside the system unit like the motherboard.

DVD ROM Drive

It is where you insert the DVD.

Disk Drive

It is where you insert the diskette.

Reset Button

It is what you press to start the computer all over again.

DVD ROM Eject Button

It is the button that you have to press to remove your CD from the CD/DVD ROM drive.

Disk Drive Eject Button

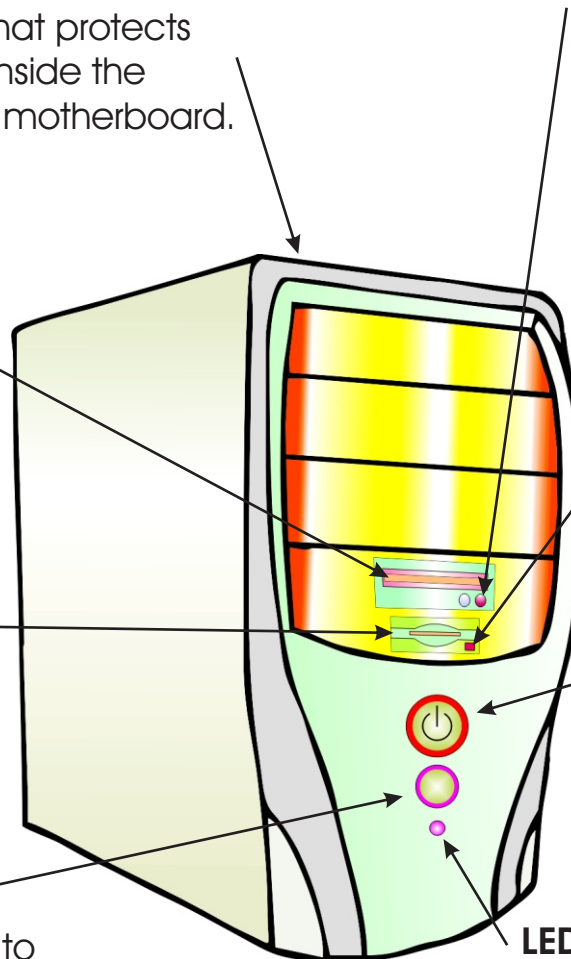
It is the button that you have to press to remove your diskette from the disk drive.

Power Button

It is what you press to turn the computer on or off.

LED or Activity Light

It is the light that blinks, which tells you that the system unit is busy processing or working.



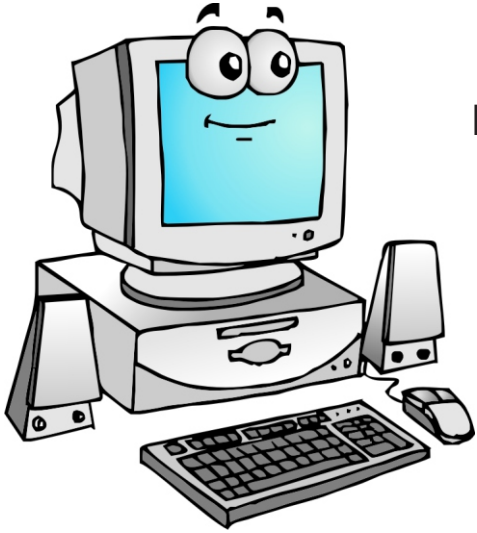
Note that some system unit do not have disk drive since it is already phased out.

Lesson 8

Busy Me

My System Unit on Process

System unit comes in different models.

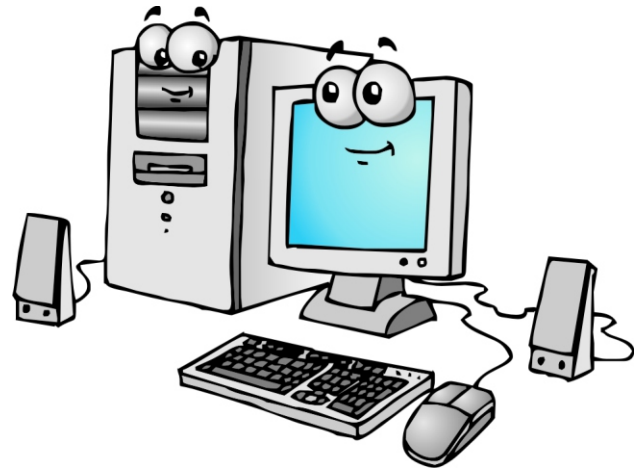


Desktop System Unit

is commonly used at home. It is an old style of system unit that processes slower than the mini-tower system unit. It is a flat setup model of system unit.

Mini-tower System Unit

is commonly used at schools, colleges and universities. It processes faster than the desktop system unit.



High-tower System Unit

is commonly used in big institutions and companies. It is also known as server. Mini-tower is usually connected to this type of system unit.



System Unit Care

Our brain needs care as well as the other parts of our body for us to stay healthy. System unit needs care too.

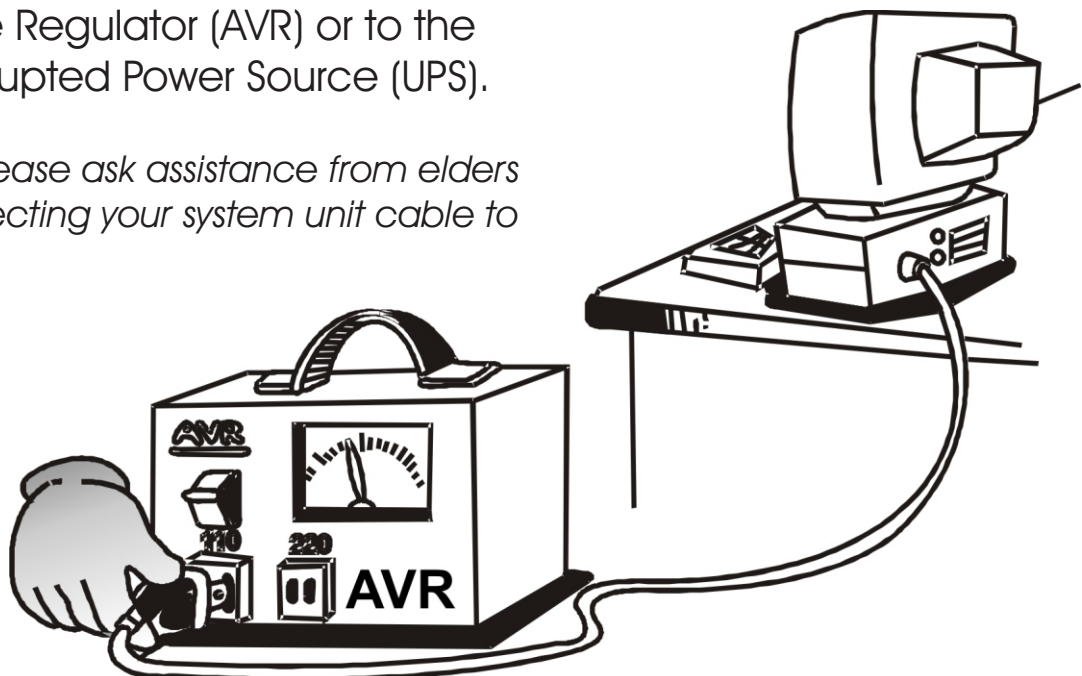
Below are the following tips on how to take extra care of the system unit.

1. Press the buttons of your system unit gently. Pressing them hardly destroys the buttons. As a result, they will not work as expected.



2. Be sure that the system unit is connected to an Automatic Voltage Regulator (AVR) or to the Uninterrupted Power Source (UPS).

Note: Please ask assistance from elders in connecting your system unit cable to the AVR.

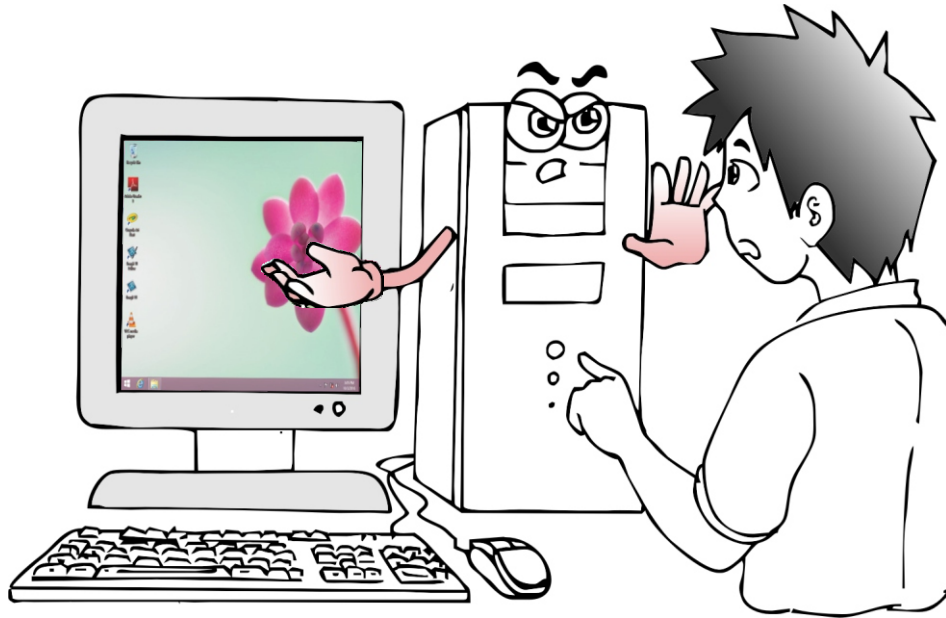


Lesson 8

Busy Me

My System Unit on Process

3. Never press the **power** and **reset** buttons when the computer is on. Doing so will corrupt or destroy the programs inside. It may also harm the power supply of the system unit.



4. Constant moving of the system unit is not advisable. It may loosen the parts inside the case which will result to system malfunction.

