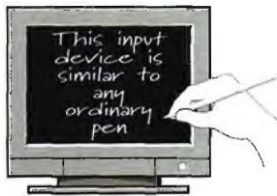


## Chapter V: Input devices: type, click and talk (Part 1)

### 1 Interacting with your computer

Input devices are the pieces of hardware that allow us to enter information into the computer. The most common are the keyboard and the mouse. We can also interact with a computer by using one of these: a lightpen, a scanner, a trackball, a graphics tablet, a joystick, or a voice recognition device.

Look at the illustrations and see if you can name them.



1 .....



2 .....



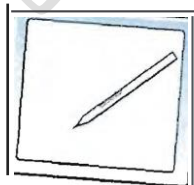
3 .....



4 .....



5 .....



6 .....



7 .....



8 .....

## 2 Listening

**A** Listen to these descriptions of three input devices. What are they?

1 ..... 2 ..... 3 .....

**B** Check your answers with a partner.

## 3 Language work

Look at the HELP box and then use the notes below to write a similar description of a joystick.

### HELP box Describing function

In Task 2, the mouse was described like this:

This is a device for controlling the cursor and selecting items on the screen. for controlling

describes what the mouse does (for + -ing)

There are several ways of describing function:

- **for + -ing** ( for contralling)
- **relative pronoun + verb** ( which controis)
- **relative pronoun + is used + to + infinitive** ( whichlthat is used to contrai )
- **used + to + infinitive** ( used to contrai)

Input device

Use: play games

The user takes hold of a lever to control/move the cursor around the screen.

## 4 Speaking

### About the keyboard

Look at the picture of a PC-compatible keyboard and identify these groups of keys.

**1 Alphanumeric keys:** arranged in the same order as a typewri ter.

**2 Function keys:** used by various programs to instruct the PC to perform specific tasks, such as Save, Copy, Cut, Paste, Help, etc.

**3 Numeric keypad:** set of numeric or editing keys. The Num Lock key is used to switch from numbers to editing functions.

**4 Editing keys:** cursor and other keys usually used within word processors to page up and down in a long document or to edit text (using insert or Delete keys).

**5 Special keys:** used to issue commands or to produce alternative characters in key combinations, for example the ALT key.



A PC-compatible keyboard

**B Match these descriptions with the names of keys on the right. Then find them on the keyboard.**

- 1 A long key at the bottom of the keyboard. Each time it is pressed, it produces a blank space. (= .....)
- 2 It moves the cursor to the beginning of a new line. It is also used to confirm commands. (= .....)
- 3 It stops a program without losing the information from the main memory. Sometimes its use depends on the applications. (= .....)
- 4 It works in combination with other keys to produce special characters or specific actions. (= .....)
- 5 It removes the character on the left of the cursor or any selected text. (= .....)
- 6 It produces UPPER-CASE characters (or the upper-case character of the key). (= .....)
- 7 It produces upper-case letters, but it does not affect numbers and symbols. (= .....)
- 8 It moves the cursor horizontally to the right for a fixed number of spaces (in tabulations and data fields). (= .....)
- 9 They are used to move the cursor, as an alternative to the mouse. (= .....)

arrow keys

return

caps lock

shift

tab

escape

space bar

backspace

alt

## 6 Mouse actions

Read this passage about a computer mouse. Fill in the gaps with verbs from the following list.

click    double-click    drag    grab    select    move    control

A mouse allows you to (1) ..... the cursor and move around the screen very quickly. Making the same movements with the arrow keys on the keyboard would take much longer. As you (2) ..... the mouse on your desk, the pointer on the screen moves in the same direction. The pointer usually looks like an I-bar, an arrow or a pointing hand, depending on what you are doing.

A mouse has one or more buttons to communicate with the computer. For example, if you want to place the insertion point or choose a menu option, you just (3) ..... (press and release) on the mouse button, and the option is chosen.

The mouse is used to (4) ..... text and items on the screen. You can highlight text to be deleted, or you can select an item from a check-box or questionnaire. The mouse is widely used in graphics and design. When you want to move an image, reposition the pointer on the object you want to move, press the mouse button, and (5) ..... the image to a new location on the screen. Similarly, the mouse is used to change the shape of a graphic object. For example, if you want to convert a square into a rectangle, you (6) ..... one corner of the square and stretch it into a rectangle.

The mouse is also used to start a program or open a document: you put the pointer on the file name and (7) ..... on the name - that is, you rapidly press and release the mouse button twice.

## 7 Listening

**A** Listen to an interview with Anne, an expert in voice-input technologies.

Tick (,/) the features that she mentions.

need a good sound card and a microphone

- take dictation with accuracy
- create and compile a computer program
- surf the Web by speaking
- execute programs and navigate around menus by voice commands
- design graphics

**B** Listen again and fill in the gaps in these sentences.

Use the correct modal verb from the list.

**Can** (ability)    **must**(necessity)    **should** (advice)    **will** (prediction)

**could** (possibility)

**A** If you intend to do a lot of dictation, you ..... get a high-quality headset microphone.

**B** You ..... dictate text directly onto your word processor or e-mail program.

**C** With many voice-recognition programs, the user ..... first train the software to recognise individual pronunciations.

**D** Speech-recognition software ..... help children with special educational needs.

**E** In a few years' time, a lot of people ..... use their voices to interact with computers.

## 8 Writing

Write a paragraph to describe your favorite input device.