

Name \_\_\_\_\_

## WORKSHEET 3 - INPUT DEVICES




Make sure that you are familiar with all of the information detailed in this booklet. There are a number of tasks for you to carry out, be sure to read the information fully whilst completing the tasks. You could be asked about any of this in the test!

**Use the theory notes in the worksheet 3 section of the teach-ict.com site to help you complete this booklet.**

### TASK 1: INPUT DEVICES

An input device is anything that is used to get data INTO the computer. For example, you can use a keyboard to type text which will then be stored in the computer. You can use a mouse to highlight, select and click – the instructions for what you want to happen go from the mouse, into the computer.

You need to know about a selection of input devices for your test. Write a couple of sentences to describe the following manual input devices:

Input device	Description	Extra fact you found out
Keyboard 	A keyboard is used to enter text into the computer. It has a set of alphabet keys, number keys and function keys. Keyboards usually use a QWERTY layout. If you have wrist pain you can get an 'ergonomic keyboard'	
Mouse 		
Joystick 		

Concept  
Keyboard



Touch screen



Scanner



Graphics tablet



Microphone



Light Pen



## TASK 2: FILL IN THE MISSING WORDS

screen	touch	mouse	keyboard
number	input	data	touchpad

\_\_\_\_\_ devices are used to let you enter \_\_\_\_\_ into a computer. There are many different types of input device and each one is suitable for a specific task. For example, if you wanted to enter a large amount of text, then a \_\_\_\_\_ would be the most suitable input device. Whereas if you wanted to enter your password or account \_\_\_\_\_ at a bank an input device which is often used is a \_\_\_\_\_ screen.

A \_\_\_\_\_ is the best input device for pointing and selecting things on a computer \_\_\_\_\_. However, when using a laptop, the mouse is often replaced with a \_\_\_\_\_.

## TASK 3: REARRANGE THE LETTERS TO FIND THE INPUT DEVICE

RMH0IONEPC

\_\_\_\_\_

TIGALID AACERM

\_\_\_\_\_

KOTSIYCJ

\_\_\_\_\_

HOTDUCAP

\_\_\_\_\_

TINPEGLH

\_\_\_\_\_

REDKBOAY

\_\_\_\_\_

#### TASK 4: MATCH THE INPUT DEVICE TO THE TASK

Changing a paper drawing into a digital image that can be inserted into a document



Recording sales of items in a fast food restaurant



Making a recording of your voice to add to a presentation



Writing a large report for your manager



Drawing high quality images with a lot of detail



Selecting a paragraph of text to cut and paste elsewhere in the document



Playing a flight simulation computer game



Entering how much cash you want to withdraw from your bank account



END OF WORKSHEET