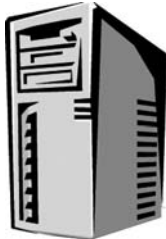


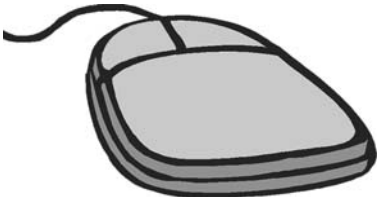


Exercise 1: Naming the Parts and Moving the Mouse

Before you begin using the computer, you need to learn the basics. This includes learning the names of some of the parts of the computer, as well as learning how to move the mouse.

Step 1

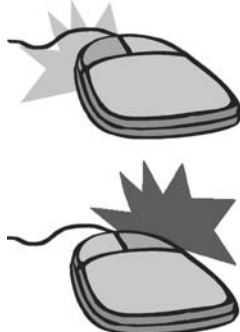
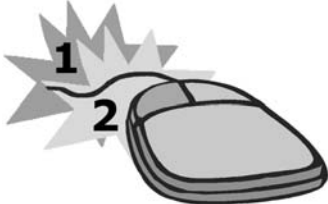
As each part in the following table is identified, locate the corresponding part on your computer as directed.

Parts of the Computer	
1. The CPU (Central Processing Unit) is the brain of the computer. It is found within the enclosed part of the computer.	
2. The monitor is similar to a television in that both have screens used to display information.	
3. The keyboard is used to type or input information. It has keys or buttons with letters and numbers on them, plus some special keys.	
4. The mouse is used most often for pointing at different things on screen. The mouse has buttons that can do things when pressed.	

Learning Computer Basics and the Internet

Step 2

As each movement in the following table is identified, practice making the corresponding movement using your mouse as directed.

Parts of the Computer	
<p>1. The mouse can also be used for clicking. Clicking is tapping the mouse button once to press it and then quickly letting go.</p> <p>If your mouse has two buttons, you will be doing left-clicking most of the time.</p> <p>However, there will be times when you will be doing right-clicking as well.</p>	
<p>2. Also, there will be times when you will be double-clicking. Double-clicking means tapping the left button two times very quickly. A double-click is often used to open or start something.</p>	
<p>3. Dragging is another type of movement you can do with the mouse. Dragging is holding down the left mouse button and moving the mouse. Once you have pressed down the left mouse button, you can drag left, right, up, down, or any other direction.</p>	