

# Beyond Windows



Towards Understanding Computers



5

Navdeep Publications



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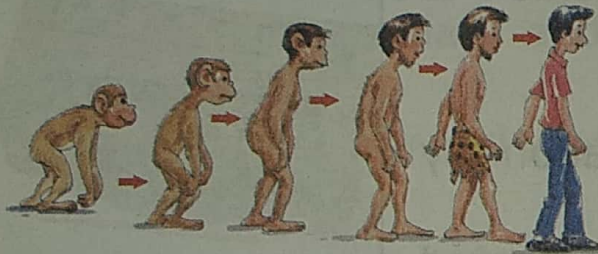




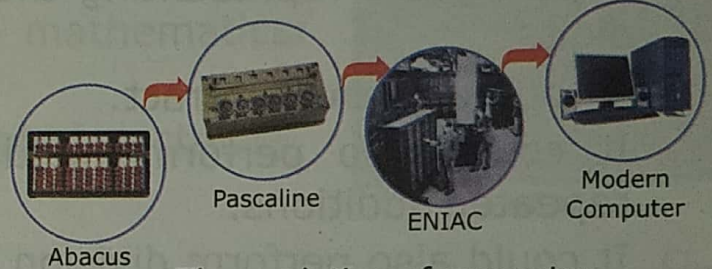
# Development of Computers

## Early Calculating Devices

The computers you see today were not like this in the beginning. They were very basic and hard to operate. Infact, they mostly existed in the form of mechanical calculating devices than the electronic automated calculating machines which we see today. Just like humans they also went through major transformations over a long period of time to reach the present form.



The evolution of man

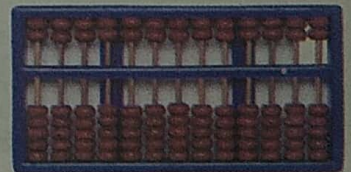


The evolution of computer

Let us see how the computers progressed over the period of time from the Abacus stage to the stage of the modern computer.

### Abacus

- Abacus was the first calculating device invented for doing calculations.
- It is about 5000 years old.
- It was invented by the Egyptians but its use for calculations was perfected by the Chinese.
- An abacus consists of a wooden frame, rods fitted across it and beads that can slide along the rods. The upper part is called the 'Heaven' and the lower part is called the 'Earth'.
- It is used to count, add and subtract by moving the beads 'up' and 'down'.



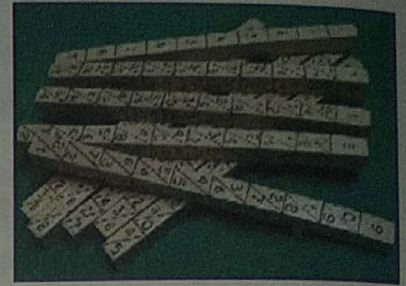
Abacus

**Remember** The Abacus is still popular in many countries. People still use it for doing calculations at a very fast speed.



## Napier's Bones

- Napier's bones was invented in 1617 by John Napier of Scotland.
- It was made of rods with numbers printed on them.



Napier's Bones

## Pascaline

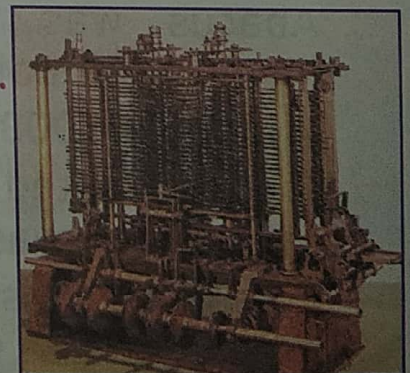
- Pascaline was invented by Blaise Pascal in 1642.
- It had gears representing the position of digits.
- It could add and subtract.
- It could also perform multiplication by repeated additions.
- It could also perform division by repeated subtractions.



Pascaline

## Analytical Engine

- Analytical Engine was developed in 1833, by Charles Babbage.
- It was deemed as the first computer.
- On getting the entire set of instructions, the analytical engine, used to perform the operation on its own with no human intervention.



Analytical Engine

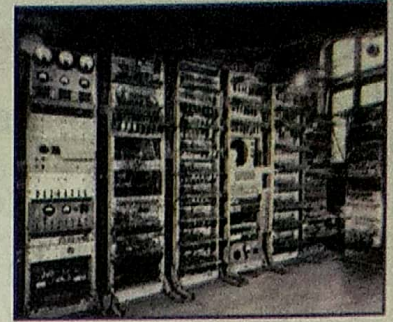
### Fact File

The Analytical engine had all the features which form the essential component of every computer today.



## Mark I

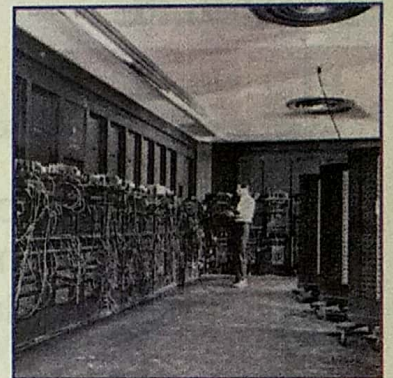
- Mark I was invented by Howard Aiken in 1941.
- It worked automatically and did not require manual operations.



Mark I

## ENIAC

- ENIAC was invented by Mauchly and Eckart in 1946.
- It was the first general purpose computer.
- It could store data and do mathematical calculations.
- It was big in size and used a lot of electricity.



ENIAC

## EDVAC

- EDVAC was invented in 1949 by Mauchly, Eckert and John Von Newman.
- It was based on the concept of a program being stored in the computer along with its data.



EDVAC

## UNIVAC I

- UNIVAC was developed in 1951 by Mauchly and ECKERT.
- It was faster than all previous computers.
- It was the first successful commercial computer.

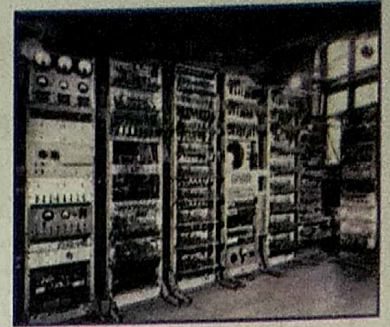


UNIVAC I



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UNIVAC I



## Modern Computers

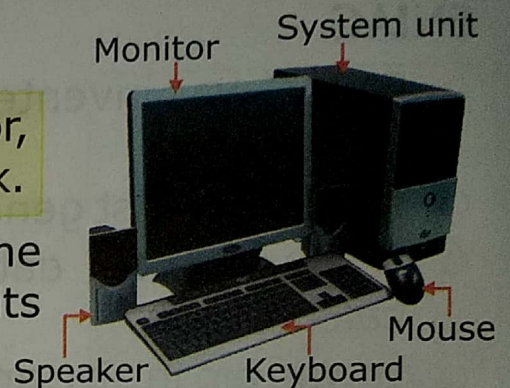
A PC is a computer designed to be used by one person at a time.

The company International Business Machines (IBM) released the first model IBM PC, in August, 1981. You can use a PC for a variety of purposes like playing games, listening to music, exchange of e-mails and accessing the Internet. We can classify PCs as following:

### Desktop PC

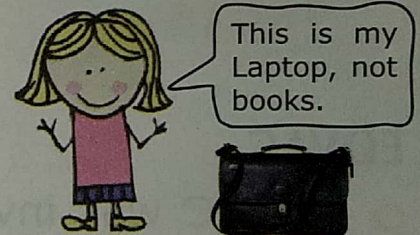
In a Desktop PC, the complete unit (Monitor, System unit and Keyboard) is placed on a desk.

The most common type of Desktop PC is the Tower type, where the System unit sits vertically on the desk.



### Portable PCs

Portable PCs are designed to be easily carried along, such as in a briefcase, a pocket or in your hand, depending on their size.



#### Fact File

There are many advantages of the portable PCs, such as a salesperson can carry it to the offices of clients to give presentations. They can also access the Internet and communicate with others while on the move.

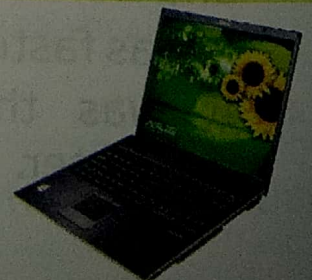
Portable PCs are of the following types:

### Laptop

A Laptop is a portable PC which is small enough to be placed on your lap and worked on.

Laptops get folded into a sleek notebook style to fit into the briefcase.

In a laptop, the monitor is on the inside top half of the PC, and the keyboard and touchpad are on the inside bottom half.





## Handheld Computers

Handheld computers, sometimes also called as pocket computers are so small that they can fit into your hand and be put into your pocket.

They have a built in keyboard or a small touch screen, where one can input instructions using the electronic pen.



### Latest Trends

Many latest mobile phones which you see are also called smart phones and are example of hand held computers.



## Inside the System Unit

All of you know that a computer is made up of an input unit, a processing unit (also called system unit) and an output unit. The processing unit is responsible for all the work done by a computer.

### Central Processing Unit (CPU)

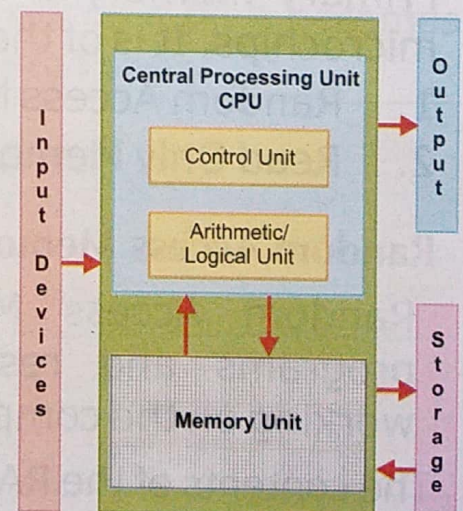
The CPU is a chip inside the system unit. It is responsible for all the computations inside the computer. It further consists of two components:

#### Arithmetic Logical Unit (ALU)

The major operations performed by the ALU are addition, subtraction, multiplication, division, logic (True/False) and comparison.

#### Control Unit (CU)

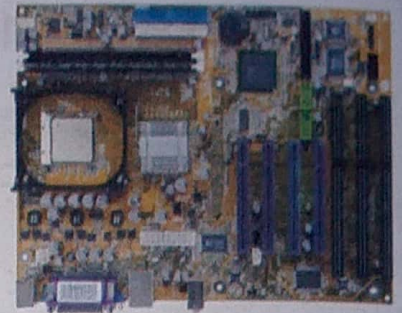
A control unit is the part of a CPU that directs its operations. It controls the actions of the other components so that instructions are executed in the correct sequence.





## The Motherboard

The motherboard is the main circuit board in a computer. It houses a variety of microchips, sockets and electronic components. It plays an integral part in connecting all parts of a computer.



Motherboard

### Fact File

The motherboard can easily be compared to a human body's nervous system. The wires (nerves) in it transfer data to all other components.

## Memory

The main memory of a computer is in the form of chips which are fixed on the motherboard.

### Memory of Computer

A computer also has a memory to remember and store the work done on it.

The computer memory is of two types:

1. Primary memory
2. Secondary memory

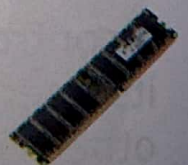
### Primary Memory

Primary memory of a computer is made of microchips. It is of the following types:

1. Random Access Memory (RAM)
2. Read Only Memory (ROM)

### Random Access Memory (RAM)

Random Access Memory (RAM) holds the data, programs and results temporarily while you are working on the computer.



The contents of the RAM get erased when the computer is switched off.

I forget the things which are in my mind, so I write them on a notebook.

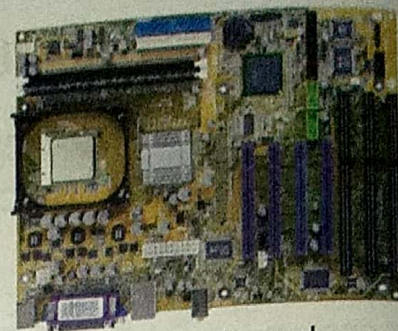


Mind: Primary memory  
Notebook: Secondary memory



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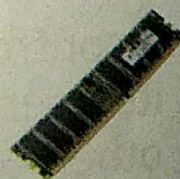
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Mind: Primary memory  
Notebook: Secondary memory

### Random Access Memory (RAM)

Random Access Memory (RAM) holds the data, programs and results temporarily while you are working on the computer.



The contents of the RAM get erased when the computer is switched off.



### Fact File

More the RAM, faster the data will be processed. So while buying a new computer, make sure that it has sufficient RAM in it.

RAM and ROM chips are fixed on the motherboard.



## Read Only Memory (ROM)

Every computer comes with a ROM which helps the computer to know what to do when it boots up, like checking the hardware attached and loading the operating system in the memory.



ROM

### Fact File

The process of starting up of a computer is called 'booting'. This process includes initializing all hardware components attached in your computer and loading of operating system which make your computer operational.

## Secondary Memory

Secondary memory consists of storage devices which are used to store the work done on the computer. These storage devices are the Hard Disk, the Floppy disk, the Compact Disc (CD), the Digital Versatile Disc (DVD) and the Pen Drives.

### Fact File

There are two types of CDs available, which are CD-Recordable (CD-R) and CD-ReWritable (CD-RW). On a CD-R, you cannot delete the recorded data, but can keep on adding data on it till it becomes full. On a CD-RW, data can be erased and rewritten easily.

**Activity** Write the full form for the following terms.

CPU \_\_\_\_\_

ROM \_\_\_\_\_

CU \_\_\_\_\_

CD-R \_\_\_\_\_

ALU \_\_\_\_\_

CD-RW \_\_\_\_\_

RAM \_\_\_\_\_

DVD \_\_\_\_\_



## Measuring Memory Capacity

Since, in a computer all signals are in an electrical form, they can be either ON or OFF. If 1 represents ON, and 0 OFF, then it is clear that the computer understands the language of '0's and '1's only. Any computer instruction or contents which you enter in the computer is first translated into 0's and 1's format, and then processed or stored.



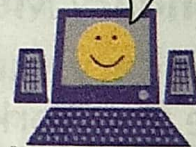
Letter	Binary Code
A	01000001
B	01000010
C	01000011
D	01000100

## Binary Digits

A computer understands only the *Binary language* which consists of *Binary digits*.

- 0 and 1 are called Binary digits.
- The language consisting of these Binary digits is called Binary language.
- Each 0 and 1 is called a bit, which is the smallest unit to measure the memory.

01000001, 01000010,  
01000011.  
I am learning A, B, C



## Capacities of Storage Devices

From the table below, you can see the measurement units of the memory.

Each 0 or 1	A bit
8 bits	1 Byte
1024 bits	1 Kilobyte (KB)
1024 KB	1 Megabyte (MB)
1024 MB	1 Gigabyte (GB)
1024 GB	1 Terabyte (TB)

### Fact File

1. One character is stored in one byte.
2. The capacity of 3.5 inches floppy disk is 1.44 MB.
3. The capacity of a hard disk can be 80 GB, 160 GB or more.
4. The capacity of a CD is approx 700 MB.
5. The capacity of a DVD ranges from 4.3 GB to 17 GB.
6. The capacity of pen drives range from 1 GB to 16 GB.



## Quick Recap

- Abacus was the first calculating device.
- Analytical engine was developed in 1833, by Charles Babbage. It was deemed as the first computer.
- A PC is a computer designed to be used by one person at a time.
- In a Desktop PC, the complete unit (Monitor, System unit and Keyboard) is placed on a desk.
- A Laptop is small enough to be placed on the lap.
- Handheld computers are sometimes also called pocket computers and are so small that they can fit into a hand or put into a pocket.
- Memory of a computer can be divided as Primary memory (RAM and ROM) and Secondary memory (storage devices).

## Exercise Time

### 1. Write (T) for True and (F) for False statements.

1. Abacus was the first calculating device. ☐
2. UNIVAC was developed in 1951. ☐
3. Laptop can fit in your pocket. ☐
4. CPU chip is fitted on the motherboard. ☐
5. A CU in a CPU does all the calculations and comparisons. ☐
6. RAM is a permanent memory. ☐
7. Storage devices are also known as secondary memory. ☐
8. 1, 2 are known as Binary digits. ☐
9. 1024 MB = 1 kilobyte. ☐



**2. Select the suitable word and fill in the blanks.**

# Binary

GB

# Blaise Pascal

CU

# John Napier

## RAM

## Secondary

ALU

1. Napier's bones was invented in 1617 by \_\_\_\_\_.
2. Pascaline was invented by \_\_\_\_\_ in 1642.
3. \_\_\_\_\_ is a temporary memory.
4. \_\_\_\_\_ and \_\_\_\_\_ are components of a CPU.
5. \_\_\_\_\_ memory consists of storage devices.
6. 0 and 1 are called \_\_\_\_\_ digits.
7. 1024 MB makes one \_\_\_\_\_.

**3. Answer the following in 2-3 lines.**

1. Write the name of computers that existed before the PC.

---

2. Write a note on Laptop and Handheld computers.

---

- ### 3. Write about the binary digits and the binary language.

---

- #### 4. Make the Storage unit table.

8. 1's are known as Binary digits.





# Using the Control Panel

## Working with Control Panel

You must have guessed from the name that the "Control Panel" must be something from where you can control the settings of your computer.

### **WE SEE...**

In a room you have a switchboard from where all lights, fans, TV, cooler etc. are switched ON and switched Off. This is the electrical control center of the room from where you can control the electrical settings of your room.

### **IN COMPUTERS...**

In the same way, you have a Control Panel in the Windows operating system of your computer. From there you can change the hardware and software settings of your computer.

## Control Panel of Windows

The following operations can be done from the Control Panel of the Windows operation system.

1. Change the background of the desktop and set a screen saver.
2. Change hardware (like printer and mouse) settings.
3. Set date & time and change their format.
4. Install the software from a CD. Remove the unwanted software from the hard disk.



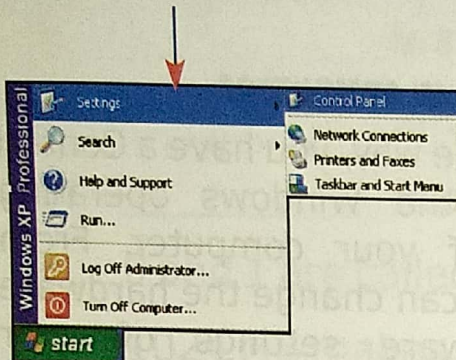


## Operating the Control Panel

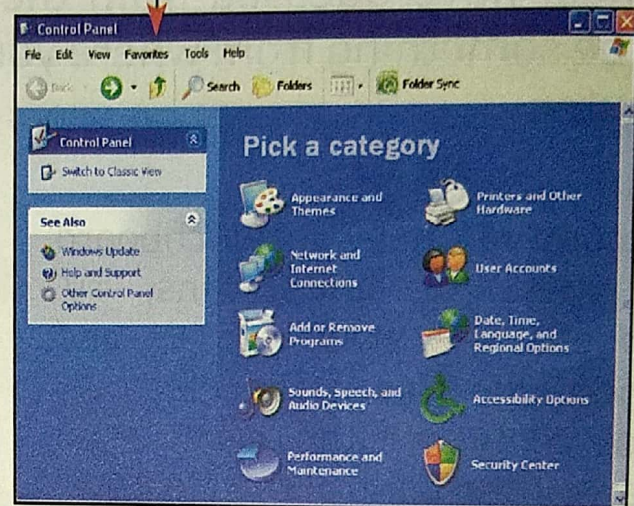
To work with the Control Panel, you need to open the Control panel window. The various options are present there in the form of icons.

**LET'S DO IT!** To open the Control Panel

Click on the *Start* button, point to *Settings* and click on the *Control Panel*.



The *Control Panel* window opens.



### *Suggestion*

Teachers may ensure that the control panel is being viewed in the *Category* view, and not in the *Classic* view. If you see *Classic* view, click on the 'Switch to Category view' in the left pane of the Control panel.

## Purpose of various icons in the Control Panel

Changes the appearance of the desktop items and apply screen savers.

Create a connection to the network and Internet.

Install or remove programs.

Change the sound scheme or individual sounds made by your computer.

Schedules the regular maintenance checks.

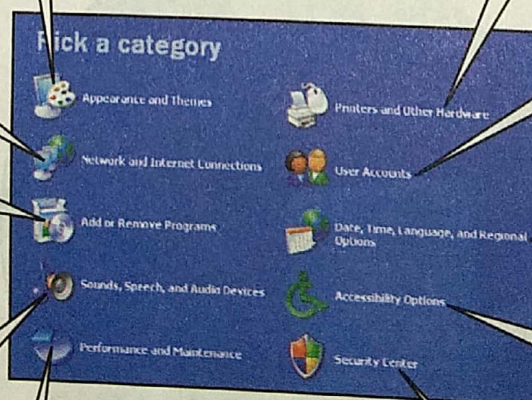
Change the setting of your printer, mouse and other hardware.

Create and manage users accounts on a computer.

Change the date and time settings.

Adjust the settings like text colours, size and contrast for the vision, hearing and mobility needs.

Maintains important security settings for the computer.



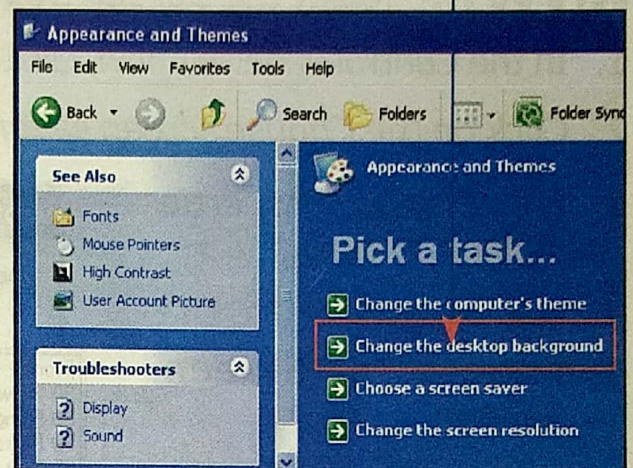
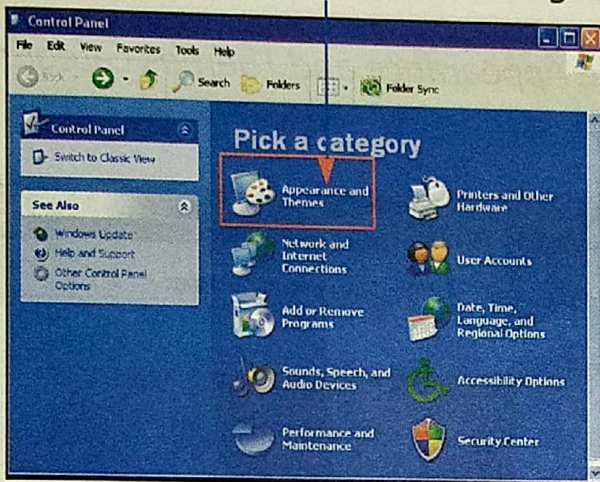


## Setting the Background

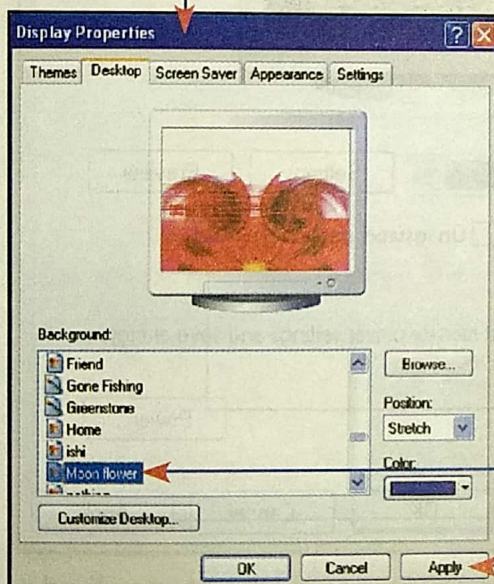
The background which you set for the desktop is also called the wallpaper. You can set the desktop background of your choice. Many ready-made backgrounds are available in Windows XP.

**LET'S DO IT!** To set the Background of the desktop

1. In the Control Panel window, click on *Appearance and Themes* category.
2. Click on *Change the desktop background*.



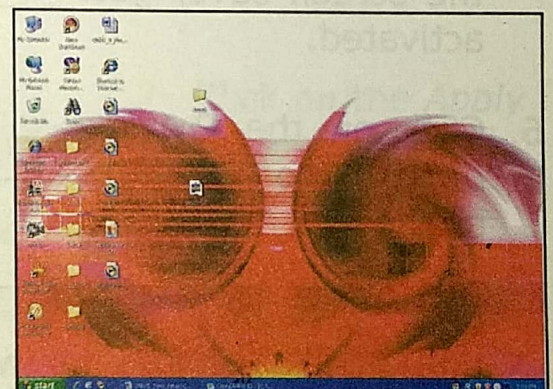
3. The *Display Properties* dialog box opens.



4. From the *Background* list box, select the background which you want to apply.

5. Click on the *Apply* button.

The selected background will apply.



**Remember** When you click on the *Apply* button, the changes get applied, but the dialog box does not close. When you click on the *OK* button, the changes get applied and the dialog box also closes.



## Setting the Screen Saver

A screen saver is a moving image or pattern which gets displayed on a monitor screen when there are no keystrokes or mouse movements for a specified duration.

You can select the wait time after which the screen saver gets activated.

**LET'S DO IT!** To set the Screen Saver

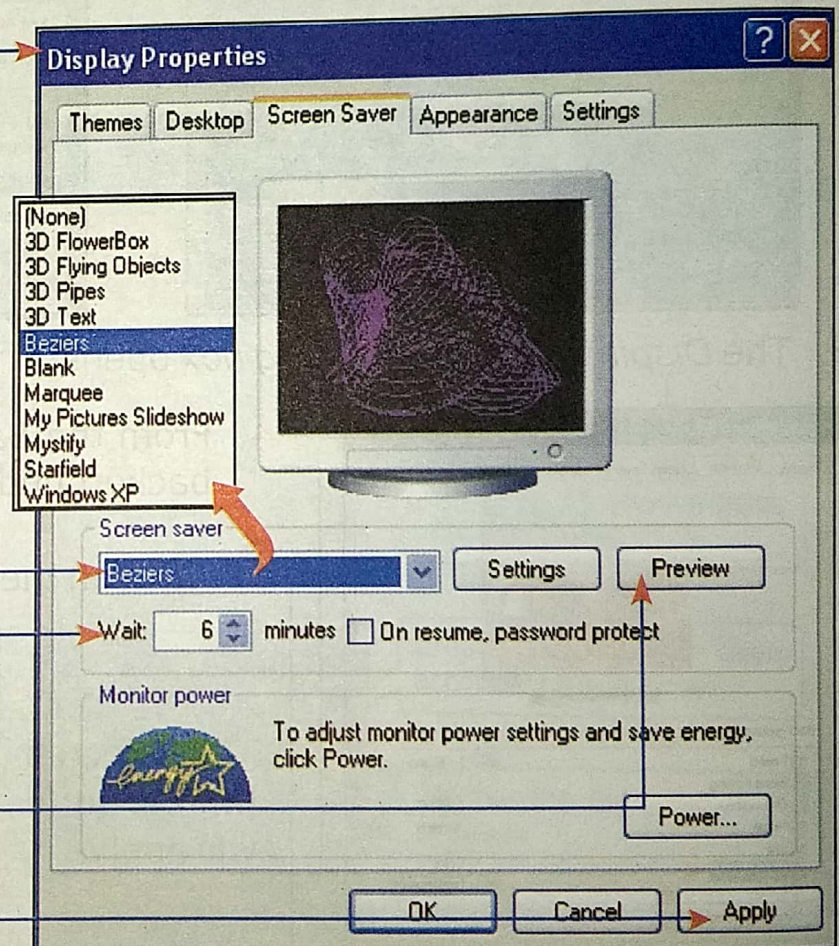
1. In the Control Panel window, click on the *Appearance and Themes* category.
2. Click on the *Choose screen saver*.
3. The *Display Properties* dialog box opens.

4. Choose a *Screen Saver*.

5. In the *Wait* box enter the number of minutes. When the computer is idle for these many minutes, the screen saver gets activated.

6. Click on the *Preview* button to see its preview.

7. Click on the *Apply* button.



...The selected screen saver will get applied.

### Fact File

A screen saver helps to prevent monitor burn-in. Burn-in is the image impression which stays on the screen if the same image is left too long on a computer monitor.

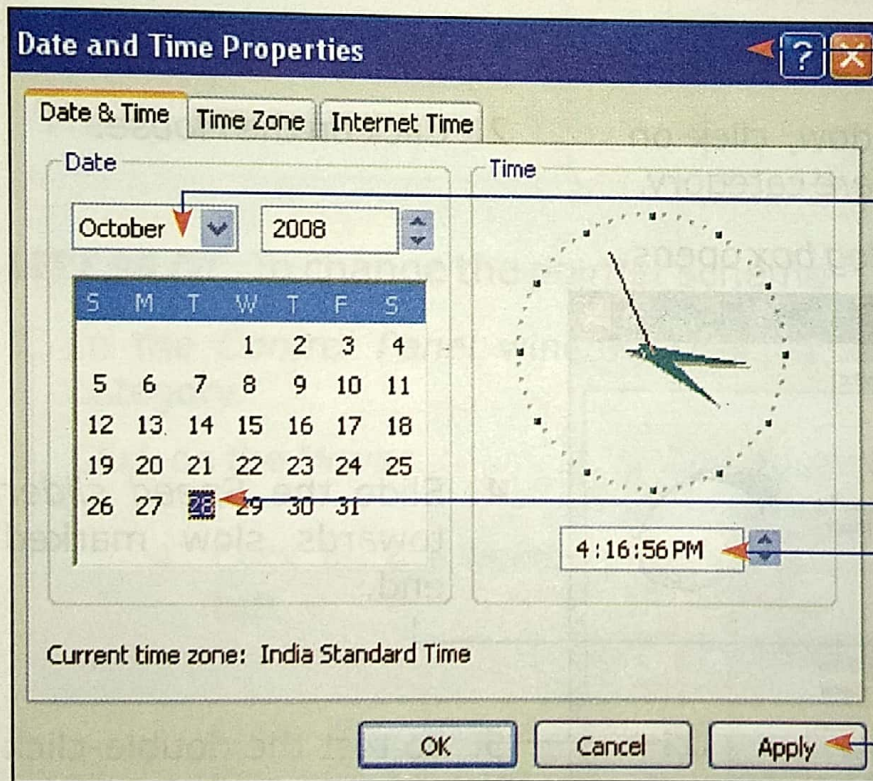


## Setting the Date and Time

You can see the time being displayed on the right corner of the Taskbar. When you point to it, you will also see today's date being displayed. Sometimes this date and time is not accurate and you may need to set it. Let us see how to change the date and time settings.

**LET'S DO IT!** To set the Date and Time

1. In the *Control Panel* window, click on *Date, Time, Language and Regional Options* category.
2. Click on *Change the date and time*.



3. The *Date and Time properties* dialog box opens.

4. Set the *Month and Year*.

5. Set the *Date*.

6. Set the *Time*.

7. Click on the *Apply* button.

...The date and time will be set and displayed on the Taskbar.

### Fact File

In your computer, there is small battery which powers a little quartz watch that runs all the time, even if your computer is switched off. When the battery gets weak, the watch shows the incorrect date and time in your computer.



## Changing the Mouse Settings

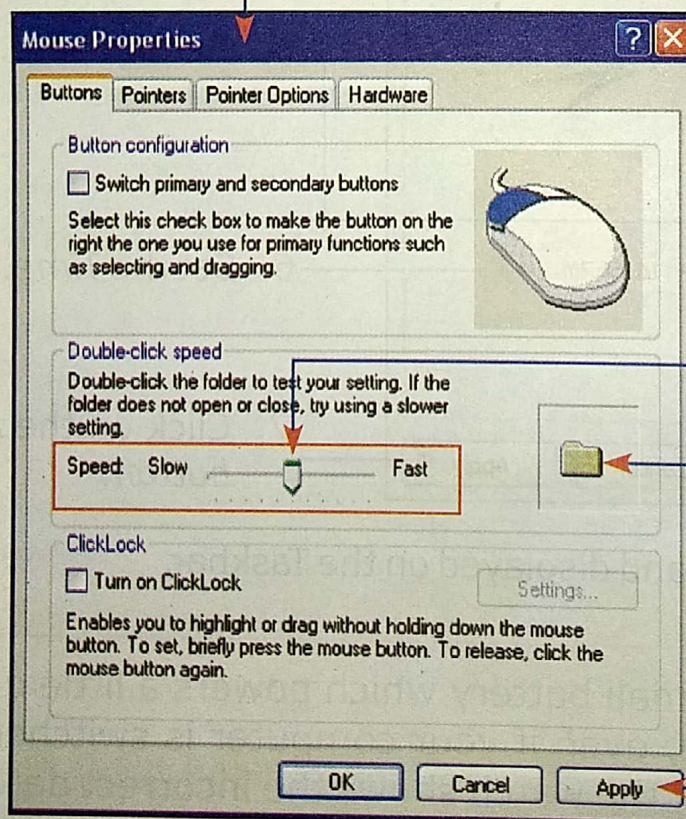
You use a mouse for almost every work you do on the computer. You can also change its settings, like the double-click speed and the shape of the pointer to suit your requirement.

### Changing the Double-click speed

As you know that double-click means to click twice in quick succession. But when somebody starts learning to operate the mouse, he may not be able to quickly click twice. What can be done is make the double-click a slow process, so that he may be able to perform the double-click action.

**LET'S DO IT!** To change the double-click speed to slow

1. In the *Control Panel* window, click on *Printers and Other Hardware* category.
2. Click on the *Mouse*.
3. The *Mouse Properties* dialog box opens.



4. Slide the *Speed slider* towards slow marked end.

5. To test the double-click speed, you can double-click here.













6. Click on the *Apply* button.

...The double-click speed will change.



## Changing the Shape of Pointers

You must be recognizing the shape of the mouse pointers by now. You can also change the pointer scheme to get more interesting type of mouse pointers. Below you can see the pointers in the normal pointer scheme as well as in the different pointer schemes.

Action	Pointer Scheme		
	Default	Dinosaurs	Hands
Normal Select			
Working in Background			
Busy			
Precision Select			

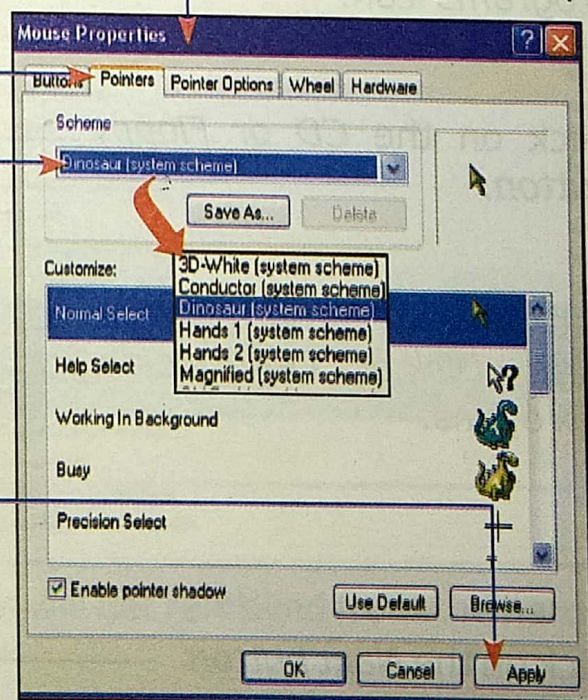
### LET'S DO IT! To change the pointer scheme

1. In the *Control Panel* window, click on *Printers and Other Hardware* category.
2. Click on the *Mouse*.
3. The *Mouse Properties* dialog box opens.

4. Click on the *Pointers* tab.

5. From the drop down list, select the pointer scheme.

6. Click on the *Apply* button.



...The shape of the pointers will change accordingly.



## Add or Remove Programs

When you buy a new game or some other software CD, you need to install that software on your computer to make it work. Also you can remove unwanted programs, so that space can be emptied from the hard disk. Let us learn to do it through the Control Panel.

To Install a program means to add a program to your hard disk.

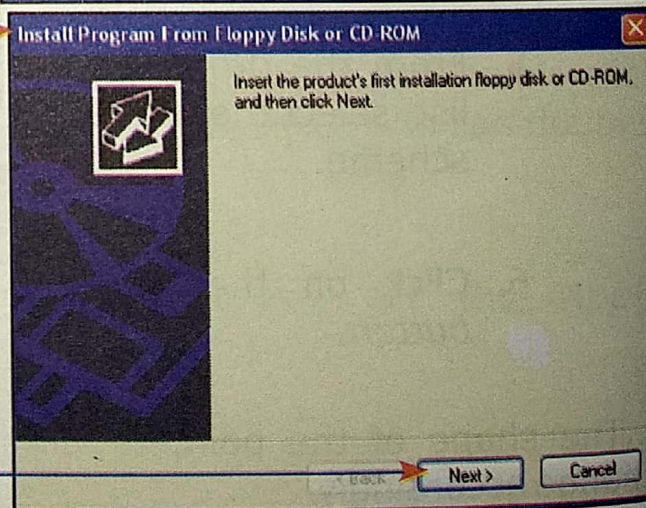
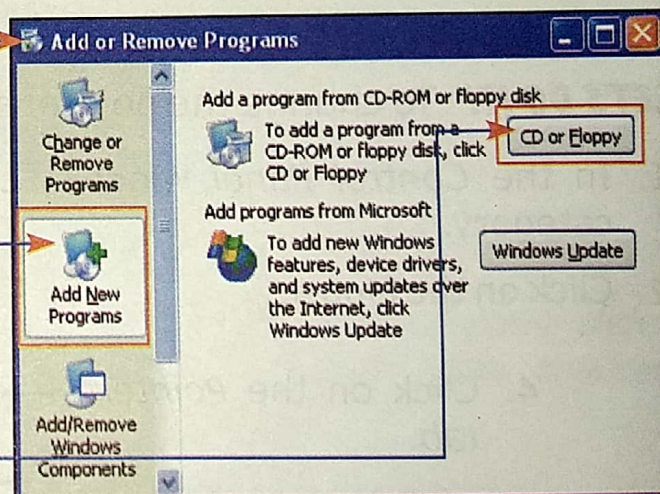


### Adding a Program

Let us learn, how to install a program.

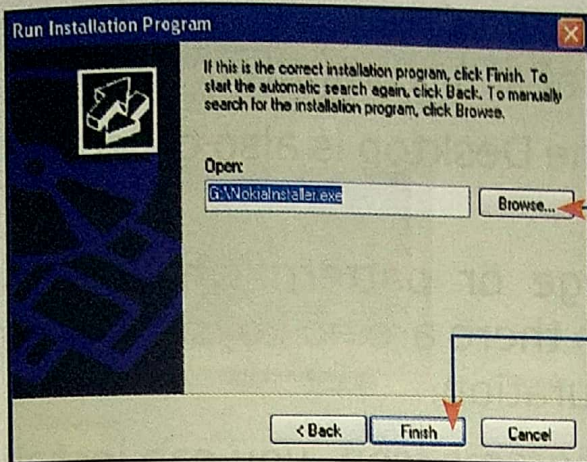
**LET'S DO IT!** To add a program from the CD

1. In the *Control Panel* window, double click on the *Add or Remove Programs* category.
2. The *Add or Remove Programs* dialog box opens.
3. On the left side of the dialog box, click on the *Add New Programs* icon.
4. Click on the *CD or Floppy* button.
5. The *Install Program From Floppy Disk or CD-ROM* dialog box opens.
6. Click on the *Next* button.

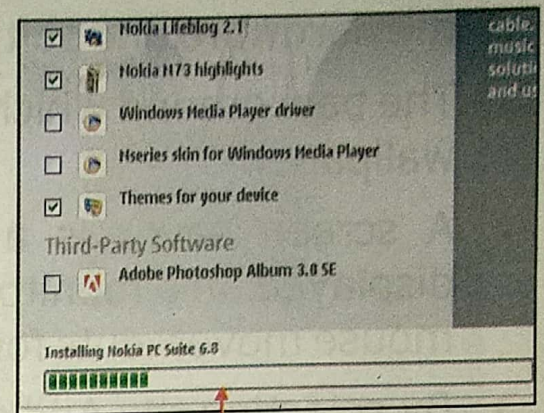




7. The *Run Installation Program* dialog box opens. Using the *Browse* button, specify the location of the Setup file.



8. Click on the *Finish* button.



The program will get installed.

## Removing a Program

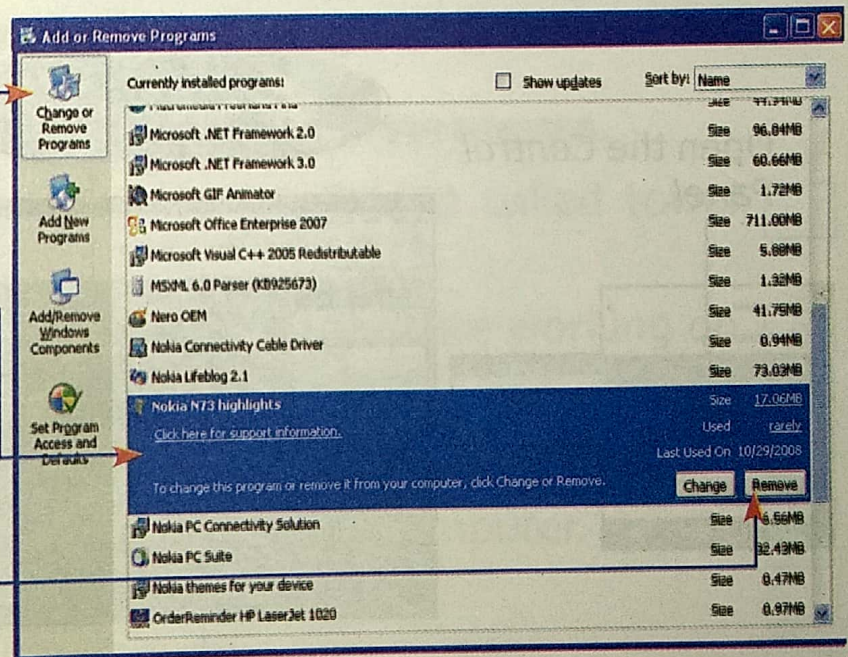
Now, let us see how to remove an installed program from the hard disk of your computer. By removing the non required programs, you can free the hard disk space and your computer will work more efficiently.

**LET'S DO IT!** To remove a program from the hard disk

1. In the *Add or Remove Programs* dialog box, click on the *Change or Remove Programs* icon.

2. From the list of programs, select the program which you want to remove.

3. Click on the *Remove* button.



...The program and all its components will get removed from the hard disk of your computer.



## Quick Recap

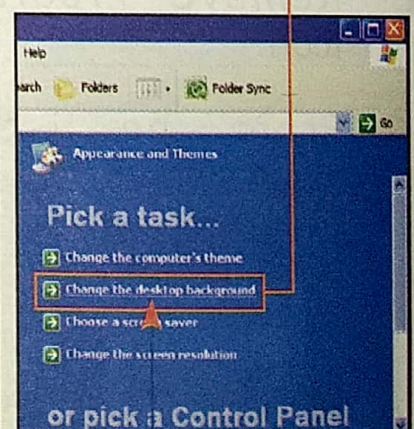
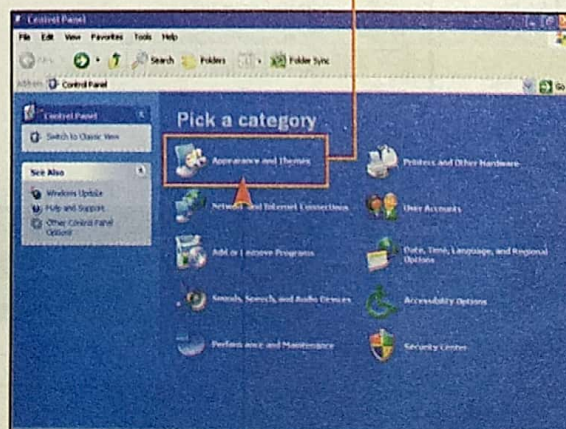
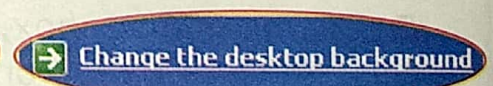
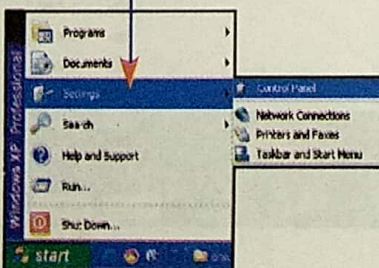
- Control Panel is the central place from where you can change the hardware and software settings of your computer.
- The background which you set for the Desktop is also called the wallpaper.
- A screen saver is a moving image or pattern which gets displayed on a monitor screen when there are no keystrokes or mouse movements for a specified duration.
- By selecting the Add or Remove programs icon, you can install new programs from a CD or remove the already installed program on your hard disk.

## Quick Practice

### 1. Change the Background and Screen saver.

- Change the background for your desktop.
- Change the screen saver.

1. Open the *Control Panel*.

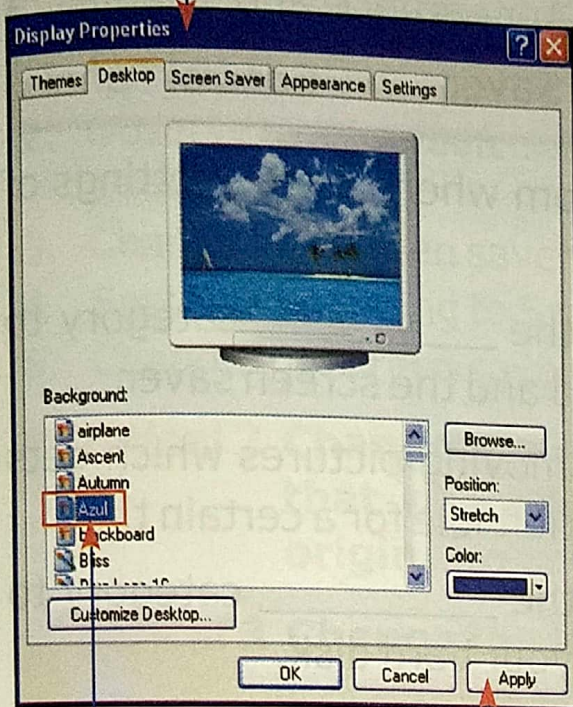


2. Click on the *Appearance and Themes* category.

3. Click on the *Change the desktop background*.



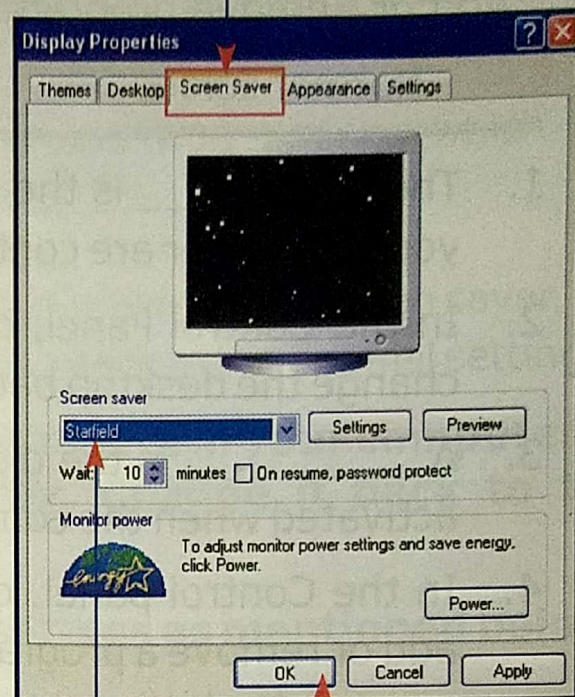
4. The *Display Properties* dialog box opens.



5. Select the background.

6. Click on the *Apply* button.

7. Click on the *Screen Saver* tab.





8. Select the *Screen Saver*.

9. Click on the *OK* button.

## Exercise Time

### 1. Write (T) for True and (F) for False statements.

1. The background of the desktop is also called towel paper. ☐
2. Screen saver gets displayed while you are working on a computer. ☐
3. You cannot remove a program from your computer. ☐
4. Both date and time can be set in your computer. ☐
5. (  ) shows the normal select pointer. ☐
6. (  ) shows the working pointer. ☐
7. You can change double-click speed of a mouse. ☐



## 2. Select the suitable word and fill in the blanks.

Add or Remove programs      Appearance and Themes  
Normal select      Screen Saver      Control Panel

1. The \_\_\_\_\_ is the place from where all the settings of your computer are controlled.
2. In the Control Panel, click on the \_\_\_\_\_ category to change the desktop background and the screen saver.
3. A \_\_\_\_\_ is the display of moving pictures which gets activated when the computer is left idle for a certain time.
4. In the Control panel, click on the \_\_\_\_\_ category to add or remove a program from your hard disk.
5. (☞) shows the \_\_\_\_\_ pointer in the default pointer scheme.

## 3. Answer the following in 2-3 lines.

1. What all can you do from the Control Panel of the Windows?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. What is a screen saver?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. Write down the sequence of options chosen to install a game on a computer from a CD.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## Practical Workshop

### Practical 1 Change the following Display Properties.

1. Change the Desktop background to your liking.
2. Observe the screen saver name and wait timings which are already there.
3. Change the screen saver to Bezier.
4. Set the wait timing to 5 minutes and preview the screen saver.
5. Change the screen saver and timing back to the original settings.

### Practical 2 Change the date and month in your computer to that of your birthday. Change it back to the original settings.

### Practical 3 Change the Mouse settings as mentioned below.

1. Change the double click speed to slow and check it.
2. Change the double click speed to fast and check it.

### Practical 4 Change the Mouse pointer scheme and observe the pointers. Change back the pointer scheme to the 'None'.

### Practical 5 Write the function of the following Control Panel icons in the empty boxes.

Pick a category

- Appearance and Themes
- Printers and Other Hardware
- Network and Internet Connections
- User Accounts
- Add or Remove Programs
- Date, Time, Language, and Regional Options
- Sounds, Speech, and Audio Devices
- Accessibility Options
- Performance and Maintenance
- Security Center