

## DEFINITIONS



**Hardware** are things that can be touched and seen on our computers – keyboard, mouse, touch-pad, touch-screen, screen, DVD tray, side-ports, on-off switch etc.; together with those inside the case – processor, memory, graphics-card etc.; also accessories that are connected – printer, mouse, earphones, speakers etc. What do each of these do ? How do they contribute to the computer's specification and performance ?

**Software** are the untouchables, but essential in operating any computer, such as the operating system and Apps (APPlications) some of which may already be loaded on a new computer, others which we may choose to buy or load free to suit our particular needs or interests e.g. computer language, office software, recorder, maps, BBC Sounds etc.

**Memory.** The computer itself comes with two forms of memory, the working temporary memory (like scrap-paper) used to note events, perform calculations ect. and the larger capacity permanent memory on the hard-drive where all software and data created is stored. In addition, various types of external memory may be used, CD, DVD, memory stick, SD card and external hard-drive. What is their particular forte and value for money ?