

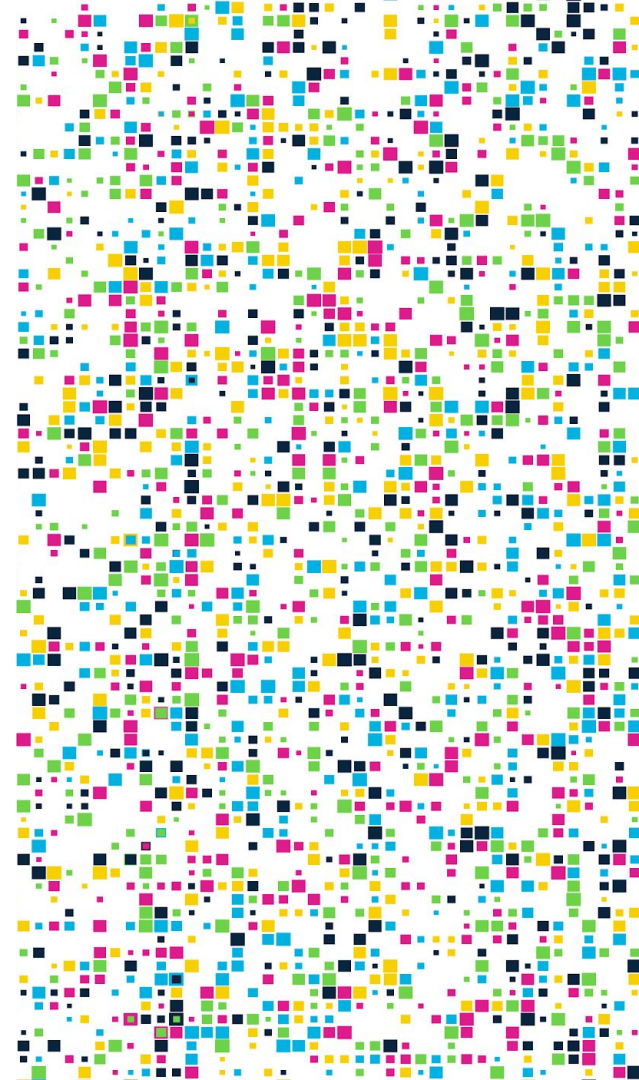
Peripherals

This module will cover usage of different types of peripherals (Mouse, Keyboard, Cables, Etc.) as well as how to use them.



Computers

Computers come in different shapes and sizes. Laptops contain everything you need: the computer, keyboard, trackpad, and screen. Desktop computers are electronic devices that take inputs. They work by connecting an external monitor, or screen, mouse, and keyboard which are all plugged in and connected separately. These are called **peripherals**.



Peripherals



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Peripherals

Peripherals are devices that you connect to your laptop or desktop computer in order to extend certain types of functionality to your computer. For example, when you plug in a webcam, you are able to record and share video.

In this unit we will cover the following peripherals:

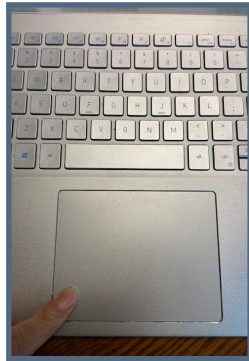
- ★ Mouse and Trackpad
- ★ Cables
- ★ Keyboard
- ★ Webcam
- ★ Microphone and Speakers
- ★ Monitors and Screens

Mouse and/or Trackpad

Both a computer mouse and a trackpad can be used to control the **cursor** and interact with a computer.

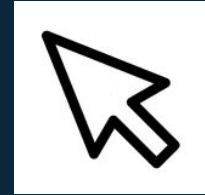


Mouse



Trackpad

A cursor is an indicator used to show the current position for user interaction on a computer monitor or other display device that will respond to text input from a keyboard or movement from a mouse.

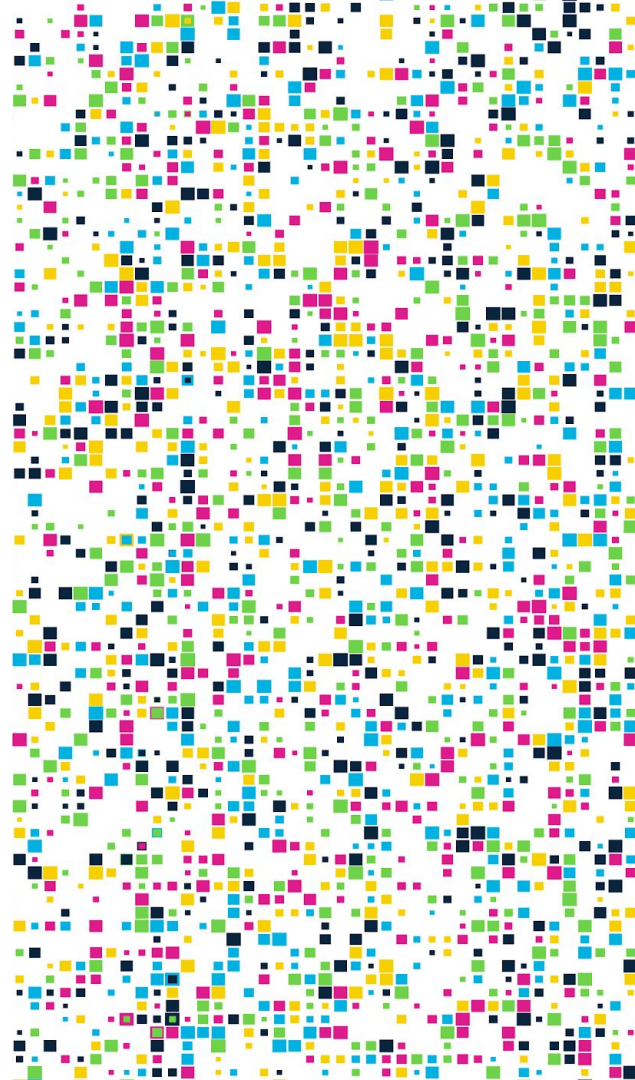


Mouse and/or Trackpad

A **mouse** is added as a separate accessory for both laptop and desktop computers while a **trackpad** is normally built into the keyboards of laptop computers.



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Mouse

A mouse generally has a left and right button that you can click on to take an action on a screen. The button on the **left** is by default the primary button. Most options for clicking will happen with the left button. The button on the **right** will help to display additional options like expanded menus. The term **“left-click”** refers to clicking on the button on the left side of the mouse.

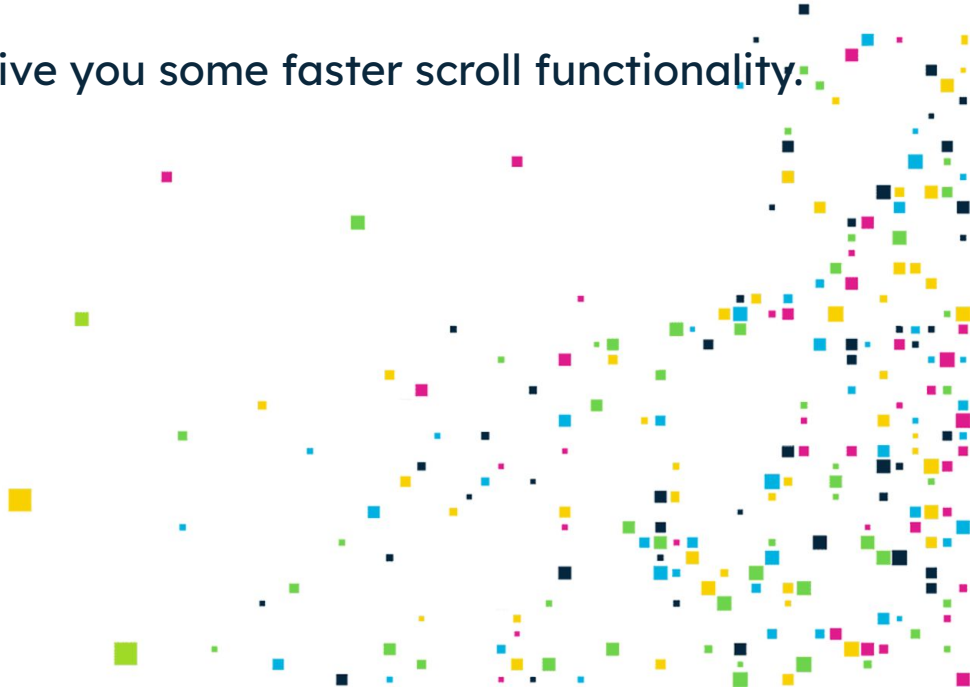
The term **“right-click”** refers to pressing on the right button on your mouse. Using the button on the right side will help with copying, pasting, and cutting text.



Mouse

A mouse usually has a scroll wheel. The scroll wheel is located in the middle of the mouse and is used to scroll up and down on a page.

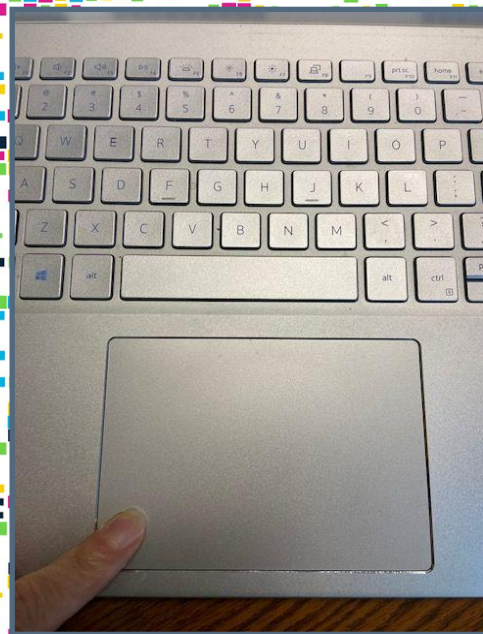
Clicking the scroll wheel on a mouse will give you some faster scroll functionality.



Trackpad

Trackpads sometimes have left and right buttons, but not always. If your trackpad does have buttons, you will use those the same as a right or left button on your mouse. You click the trackpad by pressing down on the lower section of the pad on the side that you want to use and move the cursor by dragging your fingers across it.

You can also scroll by dragging two fingers across the pad. This will provide the same results as a scroll wheel on a mouse.



Cables



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Cables

There are different types of cables that you can use to attach peripherals to your computer.

An **Ethernet/CAT 6** (red) is used for a hardline internet connection. You will plug one end of the cable into your **wireless router** (yellow) and the other end into your computer. A wireless router is a device that you install in your house in order to connect to the internet. Many computers have an ethernet port built, but others will require a separate dongle (a short cable that ends so another type of cable can connect to it, USB-C to 3.5mm adapter) to connect via a USB-A or USB-C port.



Cables

Display- HDMI (green), and **Displayport** (blue) cables are used for connecting monitors and other external displays to your computer. If you have a desktop computer, an external display is required.

HDMI ports can be found on most computers as well as TVs. They are also used on media devices such as gaming consoles and streaming devices such as a Roku or FireStick. HDMI allows for high resolution video and audio.

Displayport cables are similar to HDMI cables, but are found more readily on desktop computers. They allow for high definition video as well as audio.



Cables

An **Audio- 3.5mm** (purple) is used to plug in headphones or external speakers to your device. This is the most common way to attach external sound devices.

- USB-A (Black) is used to connect many peripherals to your computer. Most hardware mice, keyboards, and storage drives.
- Micro-USB (orange) is an older form of cable that is mostly used to charge older Android devices, but can also be used to connect devices like cameras and some storage devices.
- USB-C (pink) is the newest generation of USB cable. It provides faster speeds for data transfer as well as power delivery.



Cables

A **USB cable** is used to connect external peripherals to your computer such as your mouse, keyboard or external storage and media devices.



Keyboard



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Keyboard

A **keyboard** is another way we can interact with a computer, used to input text by typing. Keyboards generally have the same layout, although you can find keyboards that are set up for different languages and may look different in another country. Some have number keys on the right hand side, seen in the example above, while others do not. While keyboards are primarily used for typing, they can also be really important for speeding up work with **keyboard shortcuts**.

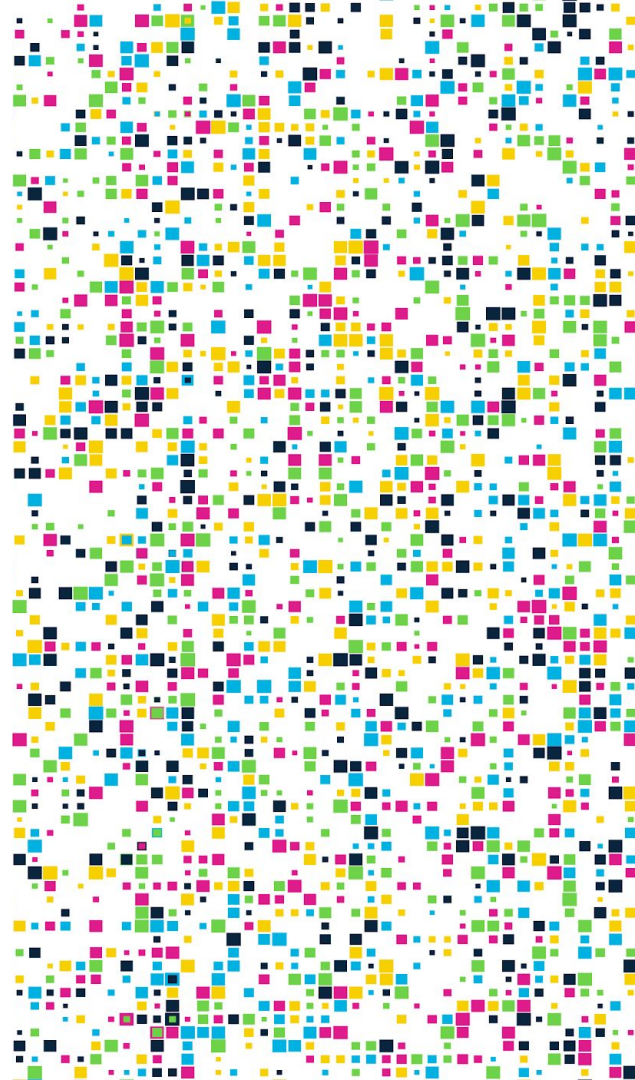


Keyboard Shortcuts

Keyboard shortcuts are key presses that you can use to perform actions on your computer.

Examples of Keyboard Shortcuts:

- ★ **Copy:** Ctrl + C
- ★ **Cut:** Ctrl + X
- ★ **Paste:** Ctrl + V
- ★ **Maximize Window:** F11 or Windows logo key + Up arrow
- ★ **Open Task View:** Windows logo key + Tab
- ★ **Show and hide the desktop:** Windows logo key + D
- ★ **Switch between open apps:** Alt + Tab
- ★ **Open the Quick Link menu:** Windows logo key + X
- ★ **Lock your PC:** Windows logo key + L



Keyboard

Keyboards are often built directly into laptop computers or can be added on as a separate peripheral. A keyboard that is added on as a peripheral will either plug into your computer or connect using **bluetooth**.

Bluetooth

Bluetooth is a wireless technology that allows the exchange of data between different devices. It generally only works within a short distance for the devices to stay connected. Many headphones now use Bluetooth to provide a wire-free experience. Other devices like external speakers, keyboards and mice also use Bluetooth to minimize the need for cables.

Webcam



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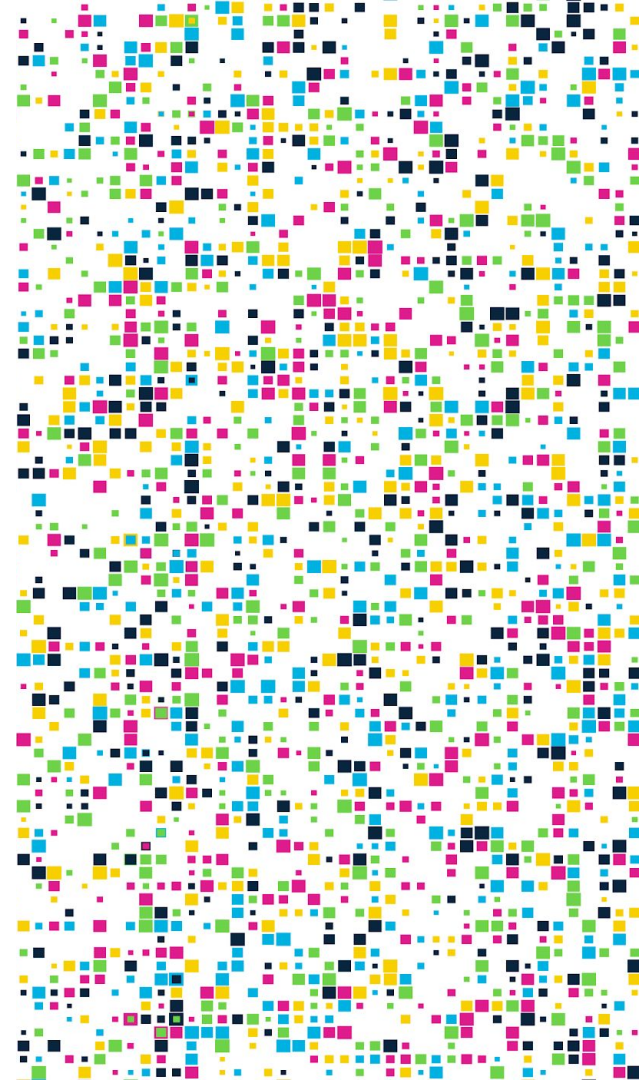
Webcam

A **webcam** is a way to record video of yourself for use on your computer. A webcam can be a necessary peripheral for video meetings, remote work, connecting with family members, or many other uses.



Webcam

Most laptop computers now come with a webcam built directly into the computer. You can buy an external webcam that connects with a USB cable to connect to your laptop or desktop computer. You can also add a webcam to a laptop computer for better video quality.



Microphone and Speakers

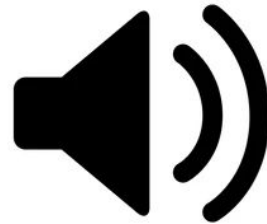


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Microphone and Speakers

Microphones and **speakers** are important audio peripherals.

Most laptop computers have microphones and speakers built directly into them or you can choose to attach external microphones or speakers to improve your sound quality. Microphones are peripherals that can be used as audio input devices to record audio to your computer. Speakers are peripherals that can be added to your computer as audio output devices which means they play the audio and sounds coming from your computer.



Microphone and Speakers

Speakers and microphones can be connected by either 3.5mm audio cables or by USB cables. Speakers and microphones can also be included within other peripherals. An example of a peripheral that may have a built-in microphone is a webcam.

Monitors and Screens



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Monitors and Screens

Monitors and Computer Screens allow you to see the content that your computer is displaying. Desktop computers require an external **monitor** or computer screen to display your computer's content. Laptop computers come with screens built directly into them. There are different types of monitors or computer screens you can use for a desktop computer: the two main types being a Television (TV) or a Computer Monitor.

