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 tempory 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 ?