

Real-Time

# COMPUTERS

Based on  
Windows 10  
MS Office 2013

# 2



**CORDOVA**

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## Uses Of Computers

### LEARNER'S OUTCOMES

After completing this chapter, you will be able to :

- ❖ list the uses of computers
- ❖ identify and name the places where computers are used
- ❖ understand the ways in which computers are used at different places in various fields

Use Cordova Smart Class Software on the smart board in class to learn about the uses of computers at different places.

Computer is a very useful machine. You see computers at several places. Let us learn about the uses of computers at different places.

### SCHOOLS



The computer helps your teachers while **teaching**.



Tablets in the classroom help students to **learn** the topic.



The computer helps your teachers to prepare the **report card**.



The computer helps in the **school library**.



The computer helps you to **read e-books** (electronic books) in the library.



The computer helps at the **school office** to keep your **records**.

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## HOMES



The computer helps you to do your **homework** and **play games**.



The computer helps you to **listen music** and **watch movies**.

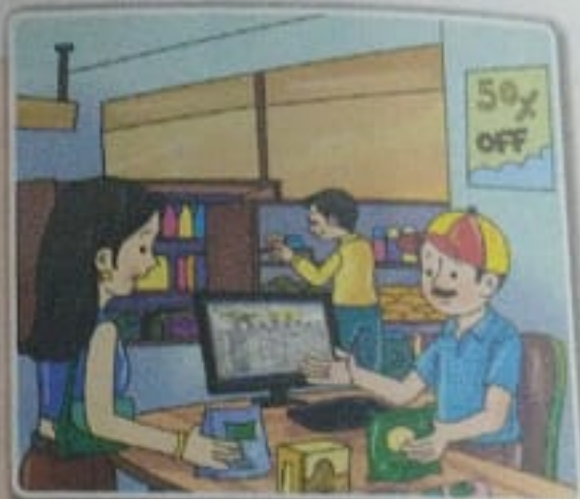


The computer helps you to **buy items** from home using Internet. It is popularly known as **online shopping**.

## HOTELS AND SHOPS



The computer helps in **maintaining records** of stocks, prices and sales of different items and details of customers.



The computer helps shopkeepers to **prepare bills**.

### Do You Know

Internet is a system that connects computers around the world.

## OFFICES



The computer helps in **giving presentations**.



The computer helps in **doing calculations**.



The computer helps in **typing, storing and printing documents**.

## BANKS



The computer helps in **maintaining the accounts** of customers.



The computer helps you to withdraw money from **ATM (Automated Teller Machine)**.



The computer helps you to make **e-payment** (electronic payment through Internet).

### Multiple Choice Questions

Tick (✓) the correct option.

1. Teachers use computers to make.....  
(a) food ☐ (b) bills ☐ (c) report card ☐
2. Shopkeepers use computers to prepare .....  
(a) bills ☐ (b) report card ☐ (c) homework ☐
3. The computer helps in maintaining the accounts of .....in banks.  
(a) birds ☐ (b) customers ☐ (c) animals ☐

## AIRPORTS AND RAILWAY STATIONS



The computer helps in **reservation** and **cancellation** of **tickets** for passengers using Internet. These tickets are popularly known as **e-tickets** (electronic tickets).

The computer helps in keeping records of **arrival** and **departure** of **trains** and **flights**.



The computer helps to **keep track** of **location**, **speed** and **direction** of **trains** and **aeroplanes**.



### Do You Know

Reservation means booking a seat or space in advance in trains, buses or planes.

## HOSPITALS



The computer using robotic arms helps a doctor in **doing** the **operations**.



The computer helps in **diagnosing** various **diseases**.



The computer helps in **preparing** **medical reports**.

### Do You Know

- ❖ A robot is a machine that is controlled by a computer.
- ❖ Diagnosing means to check what is wrong with a sick person.

## IN DESIGNING



The computer helps architects in **designing** **buildings** and **houses**.



The computer helps engineers in **designing** **cars**, **aeroplanes** and **other machines**.



The computer helps in **creating** and **designing** **animations**, **movie advertisements** and many other things.

## IN PUBLISHING



The computer helps in **printing** newspapers, magazines, books and pamphlets.



This book has also been **designed** and **printed** using computer.



The computer helps in **e-publishing** (electronic publishing) of **books, magazines** and **newspapers**.

## IN SCIENTIFIC RESEARCH AND DEFENCE



The computer helps **scientists** in doing **research**, **designing robots** and **forecasting weather**.



The computer helps in **launching and controlling** **satellites, rockets** and **missiles**.

## IN COMMUNICATION



The computer helps you to **communicate** with outside world using **Internet**.

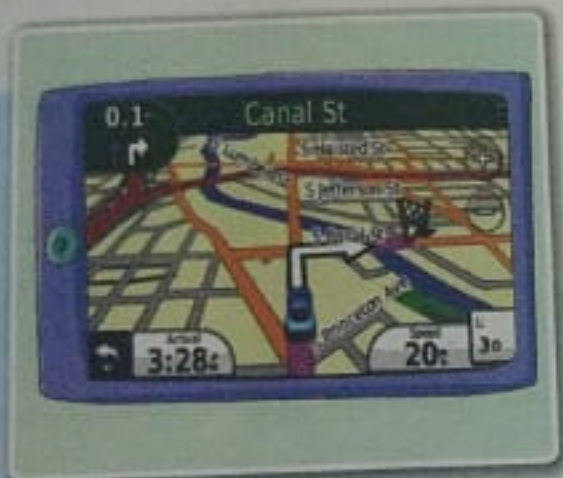


The computer helps you to **make new friends** and **share your ideas** with the world.



The computer helps you to **send** and **receive** messages using **e-mails** and **Instant Messenger**.

## IN TRANSPORTATION



The computer helps you to **find where you are** on the earth through **GPS** (Global Positioning System).



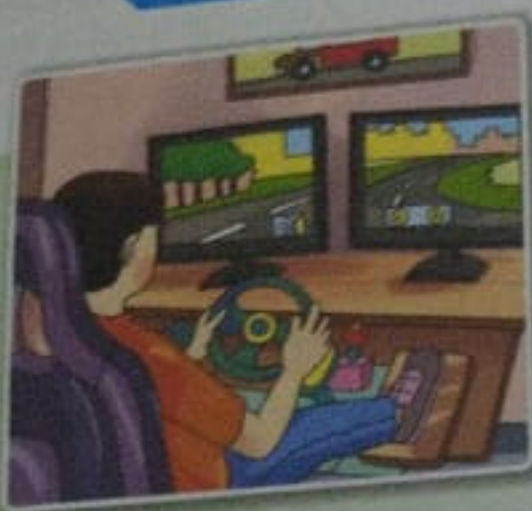
The computer helps to **move things** from one place to another using a **Drone**. Drone is a machine which can fly without a human pilot.

### Multiple Choice Questions

Tick (✓) the correct option.

- Computers help in ..... of tickets using Internet.  
(a) reservation ☐ (b) operation ☐ (c) sending ☐
- Computers are used by ..... for research work.  
(a) pilots ☐ (b) scientists ☐ (c) shopkeepers ☐
- Computers help you to communicate with outside world using .....  
(a) Internet ☐ (b) Post Cards ☐ (c) Letters ☐
- Computers help you to find where you are on the earth through .....  
(a) GRS ☐ (b) GPS ☐ (c) GLS ☐

## IN LEARNING NEW SKILLS



The computer helps in **learning** how to drive a car or how to fly an aeroplane.



The computer helps in **learning new skills** such as learning different languages, typing and cooking.

### Do You Know

You can learn things, such as driving, even without using actual machines. These are called simulators.

### Note For The Teacher

Have a discussion in the class on different uses of computers and about places where they have seen computers.

### Practical In Computer Lab

Open Notepad and type the names of various places where computers are used.

### More Fun In Lab

Ask your teacher to show and discuss about the following :

(a) An instant messenger window

(b) An e-mail window



### Read Aloud

research diseases online designing publishing Internet

Use Cordova Smart Class Software on the smart board in class to do these exercises.

## EXERCISES

### Section-A

#### A Quiz

1. Name any one skill you learn using a computer.
2. What do engineers design using computers?

#### B Multiple Choice Questions

Tick (✓) the correct option.

1. .... use computers for designing buildings.  
(a) Scientists ☐ (b) Teachers ☐ (c) Architects ☐
2. A computer helps to withdraw money from.....  
(a) CPU ☐ (b) ATM ☐ (c) STD ☐
3. ....use computers in preparing medical reports.  
(a) Teachers ☐ (b) Engineers ☐ (c) Doctors ☐
4. A computer helps to read ..... in the library.  
(a) e-tickets ☐ (b) e-payment ☐ (c) e-books ☐



A

**Project**

Visit a grocery shop in your neighbourhood with your parents. See how a computer is being used there. Write about it in your notebook.

B

**Activity**

1. Collect any one computerised bill and paste it in the space provided.  
(Hint: Bill from a book shop, restaurant, toy shop, grocery store)

2. From the word grid, find the names of four people who use computers (one is done for you).

E	A	D	H	G	U	L	A	T	T
R	T	O	U	Z	K	I	Y	W	E
A	S	C	I	E	N	T	I	S	A
Z	H	T	P	H	V	E	E	C	C
K	O	O	L	T	C	A	T	E	H
H	P	R	A	S	O	C	J	B	E
H	E	N	G	I	N	E	E	R	R
A	R	C	H	I	T	E	C	T	O

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**C** Write **T** for true statement and **F** for false statement

1. The computer using robotic arms helps a doctor in doing the operations.
2. A Drone is a machine which cannot fly.
3. A computer does not help at shops.
4. Tablets in the classroom help students to learn the topic easily.

☐  
☐  
☐  
☐

**D** Fill in the missing letters to find the names of the places where computers are used. Also match them with their pictures



H \_ \_ p \_ \_ a \_

B \_ \_ k

S \_ \_ o \_ \_

H \_ \_ e



### Section-B

**Answer the following**

1. Whom does a computer help to design buildings and houses?  
.....
2. What is Internet?  
.....
3. Write any two ways in which computers are used in hospitals.  
.....  
.....
4. What is the use of computers in transportation?  
.....  
.....