# **HOW COMPUTERS** WORK



#### A GUIDE FOR BEGINNERS



#### Hardware Essentials

The building blocks of your computer. This includes the CPU (Central Processing Unit), RAM (Random Access Memory), storage drives, and graphics card.



## Input & Output

Computer programs include the operating system (OS) and applications for productivity and creativity.



#### Staying Connected

The operating system acts like the moestro of your computer. It provides the foundation for everything you do on your computer.





### Software Savvy



The programs that make your computer work. This includes the operating system (OS), like Windows or macOS, and applications for productivity, creativity, and entertainment. Software helps you complete tasks on your computer with many available applications.



# **Additional Tips**

#### Maintenance Matters



Regularly updating software and performing routine hardware maintenance is vital for system security and functionality. It helps prevent vulnerabilities, improve performance, and extend device lifespan.









# **Computer Beginners Guide**

**Michael Miller** 

#### **Computer Beginners Guide:**

**Absolute Beginner's Guide to Computer Basics** Michael Miller, 2007 Guides beginning users through basic PC operations in Microsoft Windows demonstrating how to print letters manage finances shop online send and receive e mail The Complete Idiot's Guide to Computer Basics Joe Kraynak, 2009 Most computer and customize the desktop documentation is based on the assumption that the computer s owner already knows something beyond the basics about computer operation The Complete Idiot's Guide to Computer Basics Fifth Edition assumes differently This book places the reader in charge of the computer rather than the other way around and correctly identifies that the reader wants to do something practical with his or her computer but has little knowledge for doing so In The Complete Idiot s Guide to Computer Basics Fifth Edition readers will find Clear explanations of the basics of office programs Ways to tap the power of the Internet Information on finding lost or misplaced files Coverage of newsgroups message boards and mailing lists The basics of working with music photos and video on your computer Ways to help protect the environment with green computing as well as maintenance and upgrading Computer Basics Absolute Beginner's Guide, Windows 10 Edition (includes Content Update Program) Michael Miller, 2015-08-21 Make the most of your new Windows 10 notebook or desktop computer without becoming a technical expert This book is the fastest way to get comfortable get productive get online get started with social networking make more connections and have more fun Even if you ve never used a Windows computer before this book shows you how to do what you want one incredibly clear and easy step at a time Computer basics have never ever been this simple Who knew how simple using computers could be This is today s best beginner s guide to using your computer or tablet with the new Windows 10 operating system simple practical instructions for doing everything you really want to do Here's a small sample of what you ll learn Set up your new computer and use the Windows 10 Start menu and desktop Connect to the Internet and browse the Web with Microsoft Edge Get started with social networking on Facebook Twitter Pinterest and LinkedIn Use Windows 10 s built in apps and find great new apps in the Windows Store Connect printers and external storage and set up automatic file backup Create a home network in just minutes Go online to shop and sell and smart search with Microsoft Cortana Get your office work done fast Organize view and share photos Play music using Spotify Pandora iTunes and more Watch TV shows and movies online with Netflix and Hulu Protect yourself against viruses spyware and spam Keep your system running reliably at top speed This book is part of Que s Content Update Program As Microsoft updates features of Windows sections of this book will be updated or new sections will be added to match the updates to the software See inside for details **Absolute Beginners Guide to Computing Wallace** Wang, 2016-11-25 Learn and understand how you can perform a wide range of tasks on your new Windows computer including managing files browsing the internet and protecting yourself as well as interacting with Cortana Using Absolute Beginners Guide to Computing you will see how to use Windows and how you can connect and communicate with others You

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