

# First Day in Computer Class

Complete Introduction first day of the Computer

## Basic Computer

### Chapter - 1

- a) Paint
- b) Notepad
- c) WordPad

### Chapter – 2

Computer Fundamentals

Introduction to Computer

### Chapter – 3

MS-Office (Microsoft)

- a) MS-Word
- b) MS – Excel
- c) MS - PowerPoint

### Chapter – 4

Internet

- a) Browser
- b) Surfing
- c) Email
- d) Downloading

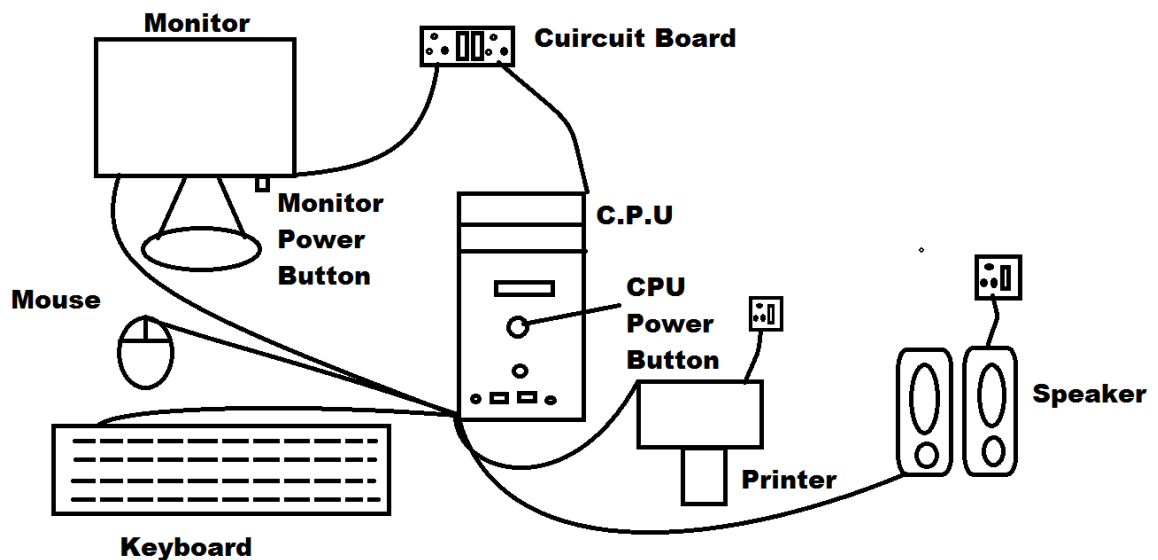
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## Basic Computer

### Full Form of Computer

<b>C</b>	<b>:-</b>	<b>Common</b>
<b>O</b>	<b>:-</b>	<b>Operating</b>
<b>M</b>	<b>:-</b>	<b>Machine</b>
<b>P</b>	<b>:-</b>	<b>Particular</b>
<b>U</b>	<b>:-</b>	<b>Use for</b>
<b>T</b>	<b>:-</b>	<b>Technical</b>
<b>E</b>	<b>:-</b>	<b>Education and</b>
<b>R</b>	<b>:-</b>	<b>Research</b>

### Structure of Computer



### Switch on the Computer

- Press Circuit Board
- Press Monitor Power – Button
- Press C.P.U Power Button
- Wait One Minute for Start Computer

### Switch off the Computer

- Click on the Start Button
- Click Shut Down Button