Computers are used nowadays for many different kinds of Works, in offices, banks, factories, hospitals, universities, schools and many other places. Their use is becoming more widespread as cheaper and smaller computers become available. They are electronic machines that process information. They can accept information in form of letters and figures, known as the input data. This can be put in by various means including keyboard, tape or cards. This data is processed according to a set of instructions called a program, and the result of this program, the output data, can be printed out or shown on a screen.

All the processing is done by a series of arithmetic and logical operations, such as addition, subtraction and deciding whether one number is greater than another. The computer itself is known as the hardware, in contrast to the programs which are the software.

Computers can process large amounts of data very quickly, and this is why they are useful. They can process different types of data too. A scientist or engineer for example may use a computer to do numerical calculations. A businessman may want to analyse a list of customers or keep a record of how much stock he has. An engineer can produce diagrams and plans on a computer.

Computers are changing our world and civilization in the same way as the invention of the printing press did in the fifteenth century.

**A/Reading comprehension :**

1/Give a title to the text ?

2/Where do we use computers ?

3/What is the different between software and hardware ?

4/Why do the computers become very useful ?

**B/Text exploration :**

1/Find in the text the words whose definitions are the following ?

a-Set of instructions :......... B-Data is transformed into useful information :.........

c-Results take the form of words, pictures and sounds :......
2/Add a word for each list:

a- Mainframe - laptop -

b- TFT - HMD -

c- Printer - webcam -

3/Write each of the following words in phonetic transcription?

Means- born-computer-learn-hot.

4/a-Turn this sentence into passive voice:

- My mother is preparing a delicious cake.

- ...........................................................

b- Fill in the gaps with the verbs in brackets:

- Where.......... (You/live) when you were young.

- She................. (not/study) french at university.

5/Give the appropriate term for each definition:

- "Right click to display a context sensitive menu" ........................

- A large computer used for intensive data processing and often linked to many terminals.....

- A device that converts data so that it can travel over the Internet........

6/Cite two tips make you use computers safely?

Good Luck