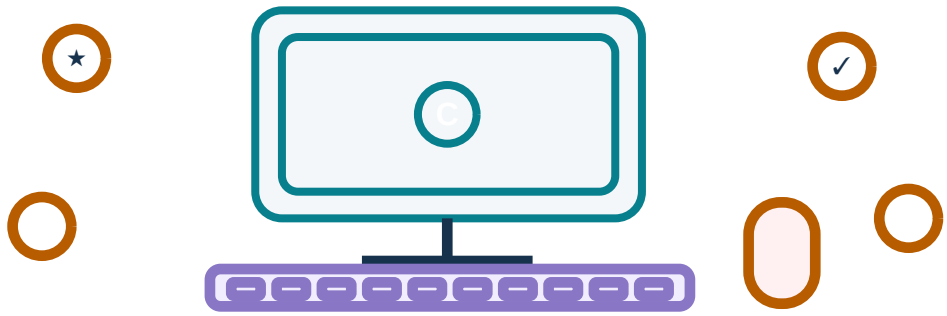
A COLOURFUL LEARNING PACK

COMPUTER BASICS

Think • Match • Solve • Learn | Grades 3–5



Name: _____ **Date:** _____

YOUR LEARNING MISSION

1	Explain what a computer does.
2	Tell hardware and software apart.
3	Understand the data-processing cycle.
4	Explore how computers help people.

QUICK LEARNING CARD

Computer	An electronic machine that accepts data, processes it and gives information.
Hardware	The physical parts of a computer that you can touch.
Software	Programs and instructions that tell a computer what to do.

ACTIVITY 1 • HARDWARE OR SOFTWARE?

Write **H** for hardware or **S** for software in each answer box.

Item	H / S	Item	H / S
A monitor	_____	A drawing app	_____
A keyboard	_____	A web browser	_____
A printer	_____	A computer game	_____
A mouse	_____	A word processor	_____

ACTIVITY 2 • MATCH THE MEANING

Write the correct letter beside each term.

1. Hardware	_____	A	Useful results after data is processed.
2. Software	_____	B	Raw facts entered into a computer.
3. Data	_____	C	Physical parts you can touch.
4. Information	_____	D	Programs that give instructions.

THINK ABOUT IT

A tablet has parts you can touch and apps you can open. Write one example of its hardware and one example of its software.

ACTIVITY 3 • THE DATA-PROCESSING CYCLE

Put the four steps in the correct order. Write 1, 2, 3 or 4 in the last column.

INPUT	Data is entered into a computer.	Order: _____
PROCESS	The computer works on the data.	Order: _____
OUTPUT	The computer gives a result.	Order: _____
STORAGE	Data or information is saved.	Order: _____

Mini challenge: You type 8 + 5 into a calculator. What is the input, what happens during processing, and what is the output?

ACTIVITY 4 • COMPUTERS IN EVERYDAY LIFE

Match each place with a way a computer may be used. Write the correct letter.

1. School	_____	A	Keeping account records and processing payments.
2. Hospital	_____	B	Checking patient records and helping with tests.
3. Bank	_____	C	Preparing lessons and class projects.
4. Shop	_____	D	Recording sales and printing receipts.
5. Weather centre	_____	E	Studying weather data and making forecasts.

ACTIVITY 5 • SHOW WHAT YOU KNOW

Circle the best answer for each question.

1. Which sentence best describes a computer?

A. A machine that only plays music | B. An electronic device that processes data | C. A tool used only for drawing

2. Which one is software?

A. Keyboard | B. Monitor | C. Presentation program

3. What is data?

A. Raw facts | B. A computer screen | C. A printed page

4. Which step saves files for later?

A. Input | B. Storage | C. Output

5. How can a computer help a shop?

A. Process sales | B. Grow vegetables | C. Wash windows

ACTIVITY 6 • TRUE OR FALSE

Write T for true or F for false.

1. A mouse is a type of hardware. _____

2. A web browser is a physical part of a computer. _____

3. Computers can help people learn and communicate. _____

4. Processing changes data into useful information. _____

5. Software is made up of programs and instructions. _____

BONUS • BE A COMPUTER DETECTIVE

Think of one task you do at home or school. How could a computer help you do it? Explain in two sentences.

TEACHER / PARENT EDITION

ANSWER KEY

Check the answers together. Invite learners to explain how they reached each answer.

ACTIVITY 1 • HARDWARE OR SOFTWARE?

Monitor – H; drawing app – S; keyboard – H; web browser – S; printer – H; computer game – S; mouse – H; word processor – S.

ACTIVITY 2 • MATCH THE MEANING

1 – C (Hardware); 2 – D (Software); 3 – B (Data); 4 – A (Information).

THINK ABOUT IT

Answers vary. Example: hardware – touchscreen; software – drawing app.

ACTIVITY 3 • DATA-PROCESSING CYCLE

Correct order: Input 1, Process 2, Output 3, Storage 4. Calculator: input – 8 + 5; processing – add the numbers; output – 13.

ACTIVITY 4 • COMPUTERS IN EVERYDAY LIFE

1 – C (School); 2 – B (Hospital); 3 – A (Bank); 4 – D (Shop); 5 – E (Weather centre).

ACTIVITY 5 • SHOW WHAT YOU KNOW

1 – B; 2 – C; 3 – A; 4 – B; 5 – A.

ACTIVITY 6 • TRUE OR FALSE

1 – T; 2 – F; 3 – T; 4 – T; 5 – T.

BONUS • COMPUTER DETECTIVE

Answers vary. Accept a sensible everyday task and a clear explanation of how a computer helps.

Fantastic work! You are building strong computer skills.