**What is Input?**

Input is any data or instructions that are used by a computer. It can come directly from you or from other sources. You provide input whenever you use system or application programs. For instance, when using a word processing program, you enter data in the form of numbers and letters and issue commands such as to save and to print documents. You can also enter data and issue commands using your voice, by pointing to items, and by writing on special devices.

**Input Devices**

Are hardware used to provide input to the computer. For example, when using a word processor, you typically use a keyboard to enter text and mice to issue commands. In addition to keyboards and mice widely used input devices include scanning, image capturing digitizing and audio input devices.

**Keyboard Entry**

It converts numbers, letters, and special characters that people understand into electrical signals. These signals are sent to and processed by the system unit.

**The keyboard keys**

1- Escape Key 2- Function Key 3- Numeric Keypad 4- Windows Key 5- Space bar

6-Navigation Keys.

**Mouse**

A mouse controls a pointer that is displayed on the monitor. The pointer usually appears in the shape of a narrow. A mouse can have one, two or more buttons, which are used to select command options and to control information presented on the monitor. There are basic designs: mechanical mouse, optical mouse, cordless mouse.

***Mechanical mouse:*** it is generally considered as the traditional type and the most used one. It has a rotating ball on the bottom and is attached with a cord to the system unit.

***Optical mouse:*** it has no moving parts. It emits and senses light to detect mouse movement.

***Cordless or Wireless mouse:*** it is a battery-powered device that typically uses radio waves or infrared light waves to communicate with the system unit.

**Scanners:**

Scanners read data or information from a source. This source could be a written document, an inventory tag, a price tag, a graphic image or even a photograph. A scanning device reads the data or information and then converts it into a form that the system unit can process.

***Optical Scanners:*** it is also known simply as scanner, copies or reproduces text as well as images. These devices record the light and dark areas as well as colour of the scanned document. After the image has been scanned, it can be displayed, printed on paper, and stored for later uses. There two types of scanners; flatbed and portable.

**Image Capturing Devices:** they create or capture original images. These devices include digital cameras and digital video cameras.

Digital Cameras are similar to traditional ones except that images are recorded digitally on a disk or in the camera’s memory rather than on film. You can take a picture and view it immediately.

Digital Video Cameras record motion digitally on a disk or in the camera’s memory, unlike traditional video cameras.

Audio input Devices convert sounds into a form that can be processed by a computer. These sounds can be from a wide variety of sources. The most widely used audio-input device is the microphone. This input device is an essential part of the voice recognition system.