In this lesson you will learn:
About start up and shut down of a computer.

Jyoti: Moz, the computers are switched off when not in use, to save electricity. Can you please start the computer for us?
Moz: Ok. First let us check if the power supply switch is on.

Moz: Locate the Power button on the CPU and press it lightly.
Jyoti: The small light on the CPU is on and it is blinking!
Moz: The light indicates that the computer is switched on.

Switching on a computer
Computer is a machine which works on electricity. Parts of the computer like CPU, monitor, mouse and keyboard require electricity. The 'Power' button on the CPU is used to switch on a computer.
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**CONCEPTS**

**Switching on a computer**

Computer is a machine which works on electricity. Parts of the computer like CPU, monitor, mouse and keyboard require electricity. The 'Power' button on the CPU is used to switch on a computer.

Jyoti: There is nothing on the screen as the monitor is off.

Moz: Yes. Press the button on the monitor to switch it on. This button is called a **toggle** switch. To switch off the monitor you press it again.

Jyoti: The monitor also has a small light indicating that it is on.

Moz: Correct. Most of the monitors have an on/off indicator light.

Tejas: Why is it talking so long to show the desktop?

Moz: It is getting everything ready for your use. This is called **Booting**.

Booting is the sequence of actions done by the computer while starting.

Tejas: Where is the desktop with icons? What is this username being shown on the monitor?

Moz: Ok. First answer a few questions. What do you do when someone rings the bell at your home?

Jyoti: We open the door and check who it is. We let them into the house only if we know the person.

Moz: Similarly a computer needs to check if you have permission to use the computer. The computer compares the **username** you enter, with the names of users that have been stored in it.

Moz creates usernames and passwords for Tejas and Jyoti.

Jyoti: I have entered **jyoti** as the username, but now it asks for password. What is it?
Moz: Each username has a key which is called a password. The password is a secret word or letters known only to you and the computer. You will be able to use the computer only after entering the correct username and password.

Jyoti: All students have their own usernames and passwords!

How to start up:

1. Enter the correct username.
2. Enter the password.

Moz: Correct. The username is also called login. Once you enter the username and password, you are logged into the computer.

Login/password

1. When a computer is used by more than one person, each user is given a username and password to access it.
2. If the username and password are not typed correctly, the dialog box prompts you for entering them again.

Tejas: Now that I have my own username and password, will Jyoti be able to see my files when she logs in?

Moz: No, each user sees only their own desktop with files saved by them.

Jyoti: I can now have different wallpaper on my desktop.

Tejas: What do I do when I finish using the computer?

Moz: You have to log out from the computer using the logout icon. It is just like closing the door of your house when going out.
Tejas: Once I log out, can others login to the same computer?
Moz: Yes. Anyone who has a username on a computer will be able to use that computer.

Logout
Logout is the action of closing of one's access to the computer.

Jyoti: If we have finished using the computer, should we not shut it down to save electricity?

Moz: Yes. Select the Shut down option near the logout icon to turn off the computer. Please note that it takes some time to shut down. This is because the computer is closing the activities that it started at the time of booting.

Shutdown
Shutdown is the action of closing all activities and stopping the computer.

Jyoti: The light on the CPU is off now. Let us switch off the monitor too.
Moz switches off the power supply after the shutdown procedure is complete.
After you have studied this lesson, you will be able to:

- Start the computer, login, log off, and shut down the computer.
- Enter the username and password to start a session.

**How to Shut down**

To shut down a computer select the Shut down option from the dialog box. The electric supply to the computer should be switched off only after the lights on the computer go off.

Jyoti: What should we do now?
Moz: Revise what you have learnt this year in the computer class and work on the projects.
Tejas: Moz, it was fun learning computers with you. Where are you going for the vacation?
Moz: Timbaktu. Find out where it is.
See you next year. Chin Chinaki...
After you have studied this lesson, you will be able to:

- Start the computer, login, log off, and shut down the computer.
- Enter the username and password to start a session.

### LESSON OUTCOME

#### SKILL

**How to Shut down**

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Moz: Timbaktu. Find out where it is. See you next year. Chin Chinaki...

### WORKSHEETS

1. Match the key to the lock.

![Matching keys to locks](image)

2. Jyoti wants to type a story. Following are the different steps done while starting, using and shutting down a computer. The steps are not in the correct order. Help her by arranging them in the proper sequence.

- Switch on CPU power
- Session begins
- Computer session ends
- Enter Password
- Switch off monitor and power
- Switch on Monitor
- Click on Log out
- Shut down computer
- Enter Username

Find out which word is formed by combining all the red underlined letters.

<p>| | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
</table>
3. When should Suhas open the door? Why?

4. Unscramble the following words and match the columns:

<table>
<thead>
<tr>
<th>MERUASNE</th>
<th>SESSION</th>
</tr>
</thead>
<tbody>
<tr>
<td>OGINL</td>
<td>LOGOUT</td>
</tr>
<tr>
<td>WPDAROSS</td>
<td>USERNAME</td>
</tr>
<tr>
<td>TGUOOL</td>
<td>LOGIN</td>
</tr>
<tr>
<td>NSISOSE</td>
<td>PASSWORD</td>
</tr>
</tbody>
</table>
5. State whether true or false.

1. We should keep the password a secret.

2. If you want to use a computer, you should log out.

3. You should type the correct username and password to use a computer.

6. Match the following.

<table>
<thead>
<tr>
<th>Computer knows me by this name</th>
<th>Password</th>
</tr>
</thead>
<tbody>
<tr>
<td>When I finish using a computer, I do this.</td>
<td>User Name</td>
</tr>
<tr>
<td>I can do this if I type the correct username and password.</td>
<td>Shut down</td>
</tr>
<tr>
<td>A secret word Computer and I know.</td>
<td>Logging in</td>
</tr>
<tr>
<td>To turn off the computer I have to do this</td>
<td>Log out</td>
</tr>
</tbody>
</table>
1. Starting a game, playing and ending a game are similar to starting and ending a session on a computer. Play Educational Suite Gcompris games and observe the similarity.

a. Educational Suite Gcompris

![GCompris confirmation](image)

2. List the activities that you do to get ready for the school. To do this activity, form a group of five students each. Just as you do several things before you start a day at the school, the computer also does several actions before starting.

3. List the different activities that you do when you get ready to leave the school. To do this activity, form a group of five students each. Just as you do several activities, the computer also does several actions when you shut down.

4. Make a list of three objects that have a lock. To do this activity, form a group of five students each. Each group selects a different object, for example, suitcase, and cupboard. Discuss how to open them? Can you use the key of one object to open the other? Why?

5. Take two keys and trace their outline on a paper. Note the similarities and the difference between the two keys.

**Explore!**

1. What happens when you enter username and password in capital letters? Now type in small letters, and observe what happens.
2. Where else are password used?
• Begin the lesson by asking the students whether they have observed the teacher/ family member start a computer. They would mention switching on the buttons, entering some word, following which the desktop is seen. Tell the students that you will now start the computer and that they should observe carefully what you do.

• Switch on the power, CPU and the monitor. (If you are using laptop, inform the students that it has to be charged for use. Demonstrate how the wire is connected and they can note that the battery is getting charged looking at a particular indicator). Ask them to note the light on the CPU near the power button. Tell them that pressing the button on CPU starts the computer. Ask the students to note if the monitor has a similar button and a light near it. Switch off this button and demonstrate that monitor is switched off. Now press it again to resume working. Tell the students that the switch on the monitor is called the toggle switch. (The location of these buttons can vary according to the kind of computer you are using).

• When the computer is ready, draw the students’ attention to the dialog box. Tell them that you are entering user name which in turn asks for password. Inform the students that password is the key and it has to be entered correctly. You may use the analogy of a piggy bank and a key to explain username and password. Emphasize that password has to be kept secret; so that others do not access, delete or misuse your important files.

• Inform the students that when the computer is not in use, monitor should be switched off to save electricity. You can now teach them how to log off from the computer. Explain that logging off does not switch off the computer, but allows other users of the computer to use it. Now demonstrate how to switch off the computers. Ask them to note that the lights on the CPU are switched off and only after this the power switch is turned off.

• Explain why it takes some time to start and shut down a computer. The booting process involves checking and starting the system. A similar check is done when the computer is shut down. Note that all activities have to be close before shut down.

• Summarize the procedure to start the computer and turn it off. Inform the students that they should do these operations only under the supervision of their teacher or family members.

Further Reading:
http://en.wikipedia.org/wiki/Logging_(computer_security)