

KEY BOARD

- It is an input device.
- It has minimum 103 keys.
- Categorized as function keys (F_1 to F_{12}), numeric keys (0-9), alphabetic keys (A-Z), symbolic keys, special keys (Enter, Shift, Esc, Tab, Capslock, Ctrl, Delete, Alt, Home, Ins, Page Up, Page Down, Pause/Break, Scroll Lock, Num Lock, End, Prntscr, Window Key, Space Bar, Menu Key)
- There are number of keys on the key board having letters, numbers and symbols which are called as character.
- What we type using key board, it appears on the screen. That data is called textual data.

Function keys (F_1 to F_{12})

F_1 :- This key is use to open the help window of different program and application.

F_2 :- This key is use to rename a file and folder application and program.

F_3 :- This key is use for system configuration.

F_4 :- this key is use to search the file, folder and application from the hard disk or storage device.

F_5 :- This key is use to refresh the system.

F_6 :- It is use for save the document or data.

F_7 :- It helps to identify the spelling error and word error.

Numeric keys

- Always we enter numbers with a keypad layout like and editing machine or calculator.
- Similar to a calculator form entering number and doing mathematical operation quickly and easily.
- This pad consist of following key ;as
 1. Num luck
 2. Numeric keys (0-9)
 3. Enter
 4. Arithmetic operator (+, -, /, .)
- This key are used during the use of computer calculator.

Enter key

- It is use to go down to a new line when we typing text and also use for open any program, file and folder.
- Always we enter numbers with a keypad layout like and editing machine or calculator.
- Similar to a calculator form entering number and doing mathematical operation quickly and easily.
- This pad consist of following key ;as
 5. Num luck
 6. Numeric keys (0-9)
 7. Enter
 8. Arithmetic operator (+, -, /, .)
- This key are used during the use of computer calculator.
- Always we enter numbers with a keypad layout like and editing machine or calculator.
- Similar to a calculator form entering number and doing mathematical operation quickly and easily.
- This pad consist of following key ;as
 9. Num luck

10. Numeric keys (0-9)

11. Enter

12. Arithmetic operator (+, -, /, .)

- This key are used during the use of computer calculator.
- Always we enter numbers with a keypad layout like and editing machine or calculator.
- Similar to a calculator form entering number and doing mathematical operation quickly and easily.
- This pad consist of following key ;as

13. Num luck

14. Numeric keys (0-9)

15. Enter

16. Arithmetic operator (+, -, /, .)

- This key are used during the use of computer calculator.
- Always we enter numbers with a keypad layout like and editing machine or calculator.
- Similar to a calculator form entering number and doing mathematical operation quickly and easily.
- This pad consist of following key ;as

17. Num luck

18. Numeric keys (0-9)

19. Enter

20. Arithmetic operator (+, -, /, .)

- This key are used during the use of computer calculator.
- Always we enter numbers with a keypad layout like and editing machine or calculator.
- Similar to a calculator form entering number and doing mathematical operation quickly and easily.
- This pad consist of following key ;as

21. Num luck

22. Numeric keys (0-9)

23. Enter

24. Arithmetic operator (+, -, /, .)

- This key are used during the use of computer calculator.
- Always we enter numbers with a keypad layout like and editing machine or calculator.
- Similar to a calculator form entering number and doing mathematical operation quickly and easily.
- This pad consist of following key ;as

25.Num luck

26.Numeric keys (0-9)

27.Enter

28. Arithmetic operator (+, -, /, .)

- This key are used during the use of computer calculator.
- Always we enter numbers with a keypad layout like and editing machine or calculator.
- Similar to a calculator form entering number and doing mathematical operation quickly and easily.
- This pad consist of following key ;as

29.Num luck

30.Numeric keys (0-9)

31.Enter

32. Arithmetic operator (+, -, /, .)

- This key are used during the use of computer calculator.
- Always we enter numbers with a keypad layout like and editing machine or calculator.
- Similar to a calculator form entering number and doing mathematical operation quickly and easily.
- This pad consist of following key ;as

33.Num luck

34.Numeric keys (0-9)

35.Enter

36. Arithmetic operator (+, -, /, .)

- This key are used during the use of computer calculator.

- Always we enter numbers with a keypad layout like and editing machine or calculator.
- Similar to a calculator form entering number and doing mathematical operation quickly and easily.
- This pad consist of following key ;as
 - 37.Num luck
 - 38.Numeric keys (0-9)
 - 39.Enter
 - 40. Arithmetic operator (+, -, /, .)
- This key are used during the use of computer calculator.
- This key is use for changing the alphabetic and symbolic character.
- The shift key is use to make capital letters or to excess the pantuation and other symbol on the number keys and other keys.

Esc key

- This key is use for quick, exit, cancel or abort as well as a common shortcut key for the stop bottom in many web browser.

Tab key

- The tab key helps for indent the text and also use for move from one box and sell and another sell or box.

Caps luck

- This key is use for convert the alphabet small letter to capital.
- When caps luck is on the alphabets are regarded to capital.

Control key (ctrl)

- Control key use in combination with other command key.
Ctr l+ S = save

Ctrl +A = select all

Ctrl +C = copy

Ctrl + x =cut

Ctrl + V = past

Delete key

- By the using of this key we can permanently remove the data, document , file, folder etc.

Alt key

- Alternative key is used in the combination with the command key for the special function.

Alt + F₄ = shutdown /logout

Ctrl + Alt + delete = for task manager

Alt +F₄= exit office word 2007

Home key

- By the click of this key the crosser will show on the 1st of that sentence.

Insert key

- By the use of this key we can create the program and also use at the configuration of the system.

Page up

- By the use of this key we can move up word to one page up that document.

Page down

- By the use of this key we can move down word to one page that document.

Num lock

- By the use of this key keypad is dis-activated.
- Pressing the num lock key active the numeric keypad at the right of the key board.

End key

- By the use of this key we can move to the last page of that document or content.

Print screen

- The print screen key will send a copy your monitor.

Windows key

- Shortcut key for the start menu.

Space bar

- By the use of this key enter a blank space between words.

Back space

- This key will remove the character to the left of the crosser.

Scroll luck

- This key is used to luck the scrolling for keyboard.

Pause break

- We can stop any current running/progress program of computer, by using this key also we can break the stop/pausing programs.