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Across North America

Training Consulting Coaching Development

# Byte Size Computer Basics – Webinar Handout

### What is Computer Hardware?

- Computer Hardware is the physical components of a computer.
- Examples of hardware include CPU, RAM and Storage Devices
- Before choosing hardware consider the Cost, Purpose, Your Performance Needs and Compatibility.

#### What is Computer Software?

- Computer Software are the instructions for how the computer should operate.
- There are two types of software- System Software and Application Software.
- Examples of application (APPS) software are web browsers like Google Chrome and spreadsheet applications like Microsoft Excel.

Tip: Always keep your apps updated.

### The Internet

- The Internet is a global network of computers.
- To access the internet, you need an internet connection and a web browser.
- The internet is used for Communication, Information, Shopping, Entertainment and more!

#### How can you keep safe online?

- Always use a strong password.
- Be careful about what information you share online.
- Don't click on links from unknown senders.

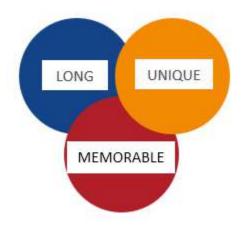


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## 3 Elements of a good password:



Catch the [replay link] or browse our <u>free resources</u>. Ready for the next step? Register for the Computer Basics course today!