

## Lesson 4

### USING COMPUTERS DO'S AND DON'TS

#### I. Answer the following:

1. How should we enter a computer room?

**Ans:** We should remove our shoes before entering the computer room.

2. How should we sit in front of the computer?

**Ans:** Always sit straight on our chair in front of the computer monitor.

3. How should the keys of the keyboard be used?

**Ans:** We should press the keys of the keyboard gently.

4. Which type of clothes should be used to clean a computer?

**Ans:** Always clean our computer with a dry cloth.

5. Should we eat in the computer room?

**Ans:** We should never eat or drink near a computer.

#### II. New Words:

1. Queue
2. Noise
3. Straight
4. Harm
5. Gently
6. Covered