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ΕΠΑ.Σ. ΜΑΘΗΤΕΙΑΣ ΕΛΕΥΣΙΝΑΣ – ΥΠΑΛΛΗΛΟΙ ΔΙΟΙΚΗΤΙΚΩΝ ΚΑΘΗΚΟΝΤΩΝ
ΔΙΑΓΩΝΙΣΜΑ Α΄ ΤΕΤΡΑΜΗΝΟΥ ΣΤΟ ΜΑΘΗΜΑ «ΕΠΕΞΕΡΓΑΣΙΑ ΚΕΙΜΕΝΟΥ»

Να δακτυλογραφηθεί και μορφοποιηθεί το παρακάτω κείμενο :

Computer keyboard

In [computing](#), a **keyboard** is a [typewriter-style device](#), which uses an arrangement of buttons or [keys](#), to act as mechanical levers or electronic switches. Following the decline of [punch cards](#) and [paper tape](#), interaction via [teleprinter](#)-style keyboards became the main [input device](#) for [computers](#).

A keyboard typically has characters [engraved](#) or [printed](#) on the keys and each press of a key typically corresponds to a single written [symbol](#). However, to produce some symbols requires pressing and holding several keys simultaneously or in sequence. While most keyboard keys produce [letters](#), [numbers](#) or signs ([characters](#)), other keys or simultaneous key presses can produce actions or execute computer commands.

Despite the development of alternative input devices, such as the [mouse](#), [touchscreen](#), [pen devices](#), [character recognition](#) and [voice recognition](#), the keyboard remains the most commonly used device for direct (human) input of [alphanumeric](#) data into computers.

In normal usage, the keyboard is used as a [text entry interface](#) to type text and numbers into a [word processor](#), [text editor](#) or other programs. In a modern computer, the interpretation of key presses is generally left to the software. A computer keyboard distinguishes each physical key from every other and reports all key presses to the controlling software. Keyboards are also used for computer gaming, either with regular keyboards or by using keyboards with special gaming features, which can expedite frequently used keystroke combinations. A keyboard is also used to give commands to the operating system of a computer, such as [Windows'](#) [Control-Alt-Delete](#) combination, which brings up a task window or shuts down the machine. A [command-line interface](#) is a type of [user interface](#) operated entirely through a keyboard, or another device doing the job of one.

Keyboard types

One factor determining the size of a keyboard is the presence of duplicate keys, such as a separate numeric keyboard, for convenience. Further the keyboard size depends on the extent to which a system is used where a single action is produced by a combination of subsequent or simultaneous keystrokes (with modifier keys, see below), or multiple pressing of a single key. A keyboard with few keys is called a [keypad](#). See also [text entry interface](#). Another factor determining the size of a keyboard is the size and spacing of the keys. Reduction is limited by the practical consideration that the keys must be large enough to be easily pressed by fingers. Alternatively a tool is used for pressing small keys.