

Mouse is an input device. It is also known as pointing device which is used to interact with PC. Mouse is mainly used for selecting different items on the computer screen, knowing about them and opening and closing them.





# Function of Mouse

## 1.Pointing

When the Cursor is moved towards an item on the computer screen, and the Pointer touches that item, a box appears. Which tells us about that item.

## 2. Selecting

After pointing at an item on the computer screen, pressing the Left Button of the mouse once, that item gets selected. This is what is called Selecting. When an item is selected, there is a square around it, which shows that this item is selected.

# 3. Single Click

Pressing the left button of the mouse once and releasing it is called Single Click. Selecting an item, opening a menu, opening a link available on a webpage, etc., are done through Single Click.

#### 4. Double Click

Double click occurs by pressing the left button of the mouse twice simultaneously. Double By this any item, file, program etc. can be opened. Apart from this, double click is also used to select any word in a document.



## 5. Triple Click

Triple Click is done by pressing the left button of the mouse three times simultaneously. Triple Click is used very rarely. Through this, the entire paragraph in a document can be selected.



## 6. <u>Dragging and</u> <u>Dropping</u>

Any item available on the computer screen can be moved from one place to another through the mouse. For this the Dragging and Dropping action of Mouse is used.

## 7. Scrolling

Moving a document, webpage up and down by the mouse wheel is called scrolling.

