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**WORKSHEET****THE COMPUTER SYSTEM****Chapter-1****A. Tick (✓) the correct option.**

- Which part of the CPU is responsible for performing calculations?  
a. CU                      b. ALU                      c. MU
- The data or instructions we give to the computer is called .....  
a. input                      b. output                      c. storage
- Computer works on the ..... cycle.  
a. IPO                      b. FIFO                      c. None

**B. Fill in the blanks using the words given below.****Hints:** CPU, information, CU, micro, soft copy

- Desktop, laptop and tablet are ..... computers.
- The ..... coordinates between all the parts of the CPU.
- The memory of the ..... stores data and instructions.
- The meaningful and organized form of data is called .....
- A printout of soft copy on paper is called the .....

**C. Write 'T' for true and 'F' for false.**

- CPU is made up of ALU, CU, and MU. ....
- Speakers are the storage device. ....
- Super Computer are the largest and fastest type of computers. ....
- Mainframe computer require less space. ....

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**WORKSHEET****COMPUTER SOFTWARE****Chapter-2****A. Tick (✓) the correct option.**

1. .... is a system software.  
a. MS Word                      b. Paint                      c. Operating System
2. .... software helps us to perform a specific type of job.  
a. Application                  b. System                      c. None
3. .... is like a manager of a computer system.  
a. Hardware                      b. System Software          c. Control
4. Which of these is an application software?  
a. Paint                              b. Windows 7                  c. Windows XP
5. Which of these is inside the CPU box?  
a. Mouse                              b. DVD                              c. Hard disk

**B. Rearrange the letters to make the correct words:**

1. I W D S O N W                      \_\_\_\_\_
2. O P R G A M R S                      \_\_\_\_\_
3. O F W R E S T A                      \_\_\_\_\_
4. S I N D E G S                          \_\_\_\_\_

**C. Circle the odd one out.**

- |          |         |            |                 |
|----------|---------|------------|-----------------|
| 1. Paint | MS Word | Windows 10 | Adobe Photoshop |
| 2. Mouse | Scanner | Keyboard   | Windows XP      |

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## WORKSHEET LET'S KNOW ABOUT WINDOWS 7

Chapter-3

### A. Tick (✓) the correct option.

- The bar at the bottom of the desktop is called ..... .  
a. Icons                      b. Gadgets                      c. Taskbar
- ..... is the first screen that appears after switching on the computer.  
a. Icon                      b. Desktop                      c. Taskbar

### B. Write 'T' for true and 'F' for false.

- The clock is present in the left side on the taskbar. ....
- Pressing the right button of the mouse displays the shortcut menu or pop-up menu. ....
- Double-clicking on the icon opens the window. ....
- Start button is present on the taskbar. ....

### C. Answer the following questions.

- What are icons?  
.....
- What is Windows 7?  
.....

### D. Fill in the missing letters.

- D \_ \_ S \_ \_ T \_ \_ P
- B \_ \_ C \_ \_ G \_ \_ O \_ \_ N \_ \_
- F \_ \_ L \_ \_ E \_ \_
- D \_ \_ V \_ \_ C \_ \_ S

WORKSHEET

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**WORKSHEET****INTRODUCTION TO  
MS WORD 2010****Chapter-4****A. Tick (✓) the correct option.**

1. .... shows the name of the program and the document name.  
a. Ribbon                      b. Ruler                      c. Title bar
2. To start a new document, select ..... option from the File tab.  
a. New                      b. Open                      c. Save
3. .... is a word processing software.  
a. Calculator                      b. MS Paint                      c. MS Word

**B. Write 'T' for true and 'F' for false.**

1. MS Word gives Document 1 as permanent file name. ....
2. The shortcut key to print a document is Ctrl + P. ....
3. Ribbon is made up of words and text. ....
4. MS Word is a word processing software. ....

**C. Fill in the blanks.**

1. Click on the Print button on Quick Access Toolbar to ..... (print/save) the document.
2. Microsoft word is a/an ..... (system/application) software.
3. The ..... (horizontal/vertical) ruler appears on the left of the document.
4. Ribbon is made up of Tabs and ..... (Groups/Tools) in MS Word.

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**WORKSHEET****FUN WITH PAINT****Chapter-5****A. Tick (✓) the correct option.**

- ..... command gives a closer and bigger look of an image.  
a. Crop                      b. Skew                      c. Zoom
- ..... command is used to change the size of an image in Paint.  
a. Resize                      b. Zoom                      c. Crop
- The Flip/Rotate command is present in the ..... group.  
a. Colors                      b. Image                      c. Shapes

**B. Write 'T' for true and 'F' for false.**

- Curve shape is used to draw squares with rounded corners. ....
- Paint is a program used to draw and colour images. ....
- Fill with Color tools is used to fill colour in closed figures. ....
- Eraser tool is used to add text or shapes in drawing. ....

**C. Answer the following questions.**

- What are the two ways to flip an image?  
.....
- Where is the Zoom command present in MS Paint window?  
.....
- What does the Text tool help you to do?  
.....
- What do you mean by cropping an image?  
.....

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## WORKSHEET

## COMPUTER LANGUAGE — MSW LOGO

### Chapter-6

#### A. Tick (✓) the correct option.

- The LOGO commands are called ..... .  
a. Primitives      b. Turtle      c. Language
- The small triangle in the centre of the screen is called the ..... .  
a. Tortoise      b. Turtle      c. Dolphin
- The white bar where you type the command is known as ..... box.  
a. Recall List      b. Command Input      c. Command Button

#### B. Match the following:

##### Column A

- LOGO was developed by
- Two parts of turtle
- Commander window
- Main Screen

##### Column B

- Middle of the window
- Divided into three sections
- Head and Tail
- Seymour Papert

#### C. Answer the following questions.

- Write the full form of LOGO.

.....

- What is tail in LOGO?

.....

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**WORKSHEET****LOGO COMMANDS****Chapter-7****A. Tick (✓) the correct option.**

- Which command is used to turn the turtle's face toward right?  
a. RT                      b. HT                      c. LT
- The ..... primitive clears the entire drawing from the screen and brings back to the starting position.  
a. CT                      b. CS                      c. HT
- Which command is used to make the turtle reappear on the screen?  
a. HT                      b. ST                      c. CS

**B. Fill in the blanks using the words given below.****Hints:** RT, LT, HT command, Primitives, CT, FD 50

- The commands given in LOGO are called .....
- ..... and ..... are the turning commands.
- ..... hides the turtle from the screen.
- ..... command will move the turtle in forward direction by 50 steps.
- The ..... command clears Recall List Box area.

**C. Answer the following questions.**

- Which command is typed to move the turtle 40 steps backwards in LOGO?  
.....
- What is the use of the HOME command?  
.....

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# WORKSHEET

## FUN WITH TUX PAINT

### Chapter-8

#### A. Tick (✓) the correct option.

- ..... effect draws a rainbow around a picture.  
a. Smudge                      b. Real Rainbow                      c. Fill Rainbow
- ..... effect is used to fill colours in any closed shape.  
a. Fill                      b. Paint                      c. Foam
- ..... tool is used to give a wipe effect.  
a. Slide                      b. Smudge                      c. Magic

#### B. Write 'T' for true and 'F' for false.

- Clicking on Undo tool will reverse the last drawing action. ....
- It is very difficult to work with images in Tux Paint. ....
- Foam effect is used to fill colours in any closed shape. ....
- Mosaic effect is selected from the selector. ....

#### C. Answer the following questions.

- Which effect fills the drawing canvas with bricks?  
.....
- Name the tool that is used to draw the straight patterns.  
.....