

Name:

Roll No:

Class: Section:

Date:

WORKSHEET

1

USES OF A KEYBOARD

Chapter-5

A. Tick (✓) the correct option.

- A keyboard has Enter keys.
a. One ☐ b. Two ☐ c. Four ☐
- The key erases the text on the left side of the cursor.
a. Enter ☐ b. Spacebar ☐ c. Backspace ☐
- A keyboard has small buttons on it called
a. paper ☐ b. keys ☐ c. cursor ☐
- A is a small blinking line on screen.
a. cursor ☐ b. buttons ☐ c. erase ☐
- is used to go to the next line.
a. Backspace key ☐ b. Enter key ☐
c. Caps Lock key ☐

B. Fill in the blanks using the words given below.

Hints: cursor, enter, alphabet, spacebar

- is the longest key at the bottom of the keyboard.
- The keys on which A-Z letters are written are called keys.
- is also called the Return key.
- We use the control keys to move the cursor.

C. Write 'T' for True and 'F' for False.

- A keyboard has 26 alphabet keys on it.
- Spacebar key is used to give blank space.
- Alphabet keys are not used to type words.
- Enter key moves the cursor to the next line.
- The arrows keys are four in number.