

Name:

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WORKSHEET

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LET'S KNOW ABOUT WINDOWS 7

Chapter-3

A. Tick (✓) the correct option.

- mouse is pointer is used for pointing, selecting and dragging the items of the screen.
a. Busy b. Normal c. I Beam
- Windows 7 has a feature of
a. GUI b. CPU c. None
- You can change the position of the
a. clock b. taskbar c. start button

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

Hints: start, icons, sorting, taskbar

- the icons means arranging the icons on the desktop.
- are the small pictures seen on the desktop.
- The is a long horizontal bar at the bottom of the desktop.
- button on the left side of taskbar is used to open the start menu.

C. Name the mouse pointer used:

- For resizing the window or pictures.
- For inserting the text in document.
- For moving the pictures.
- For pointing, selecting and dragging the items.