

Name: .....

Roll No: .....

Class: ..... Section: .....

Date: .....

## WORKSHEET

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## USES OF A KEYBOARD

Chapter-5

### A. Tick (✓) the correct option.

1. A keyboard has ..... Enter keys.
  - a. One ☐
  - b. Two ☐
  - c. Four ☐
2. The ..... key erases the text on the left side of the cursor.
  - a. Enter ☐
  - b. Spacebar ☐
  - c. Backspace ☐
3. A keyboard has small buttons on it called ..... .
  - a. paper ☐
  - b. keys ☐
  - c. cursor ☐
4. A ..... is a small blinking line on screen.
  - a. cursor ☐
  - b. buttons ☐
  - c. erase ☐
5. .... 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

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

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

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