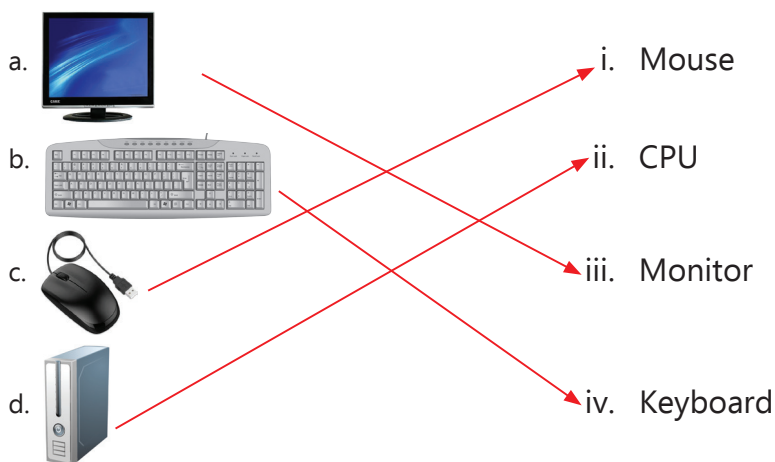


1. Computer System

LET'S PLUG-IN (Page no. 7)



LET'S CATCH UP (Page no. 12)

Input Process Output

TEST YOUR SKILLS

- (i)
 - (ii)
 - (i)
 - (i)
 - (i)
 - (i)
 - (iii)
- Devices
 - Hardware
 - Application Software
 - Operating system
 - ALU
- A joystick is an input device used to play games on a computer.
 - A touchscreen is an input device used to enter data by simply touching the screen.
 - Printer: A printer is used to print the result of the work done by the computer on paper. We can print documents, drawings, images, etc. in black & white as well as in color using a printer. There are two types of printers.

Laser Printer: It uses a laser beam to print the hard copy.

Inkjet Printer: It sprays ink on the paper to print the hard copy.

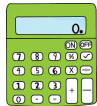


- d. The CPU (Central Processing Unit) is the processing device that works on input and sends the result to the output devices.
- e. A computer works on the IPO (Input-Process-Output) cycle. It receives input from the user through input devices, processes it using the CPU and gives back the output using output devices. This cycle is known as IPO cycle.
- f. A software that controls and manages all the activities of a computer system is called System software whereas, the software that are designed to perform some specific type of jobs on a computer are called Application software.

FUN ZONE



LET'S SOLVE

1.

Machine	Input	Process	Output
 Calculator	Pressing Numbers and Symbols	calculation in being done	Calculated Answer
 Water purifier	Dirty water	Purifies Water	Clean Drinking Water
 Washing machine	Dirty Clothes	Washing Clothes	Clean Clothes

2.

a. M O U S E

b. J O Y S T I C K

c. W E B C A M

d. K E Y B O A R D

e. P L O T T E R





Do it yourself.

2. Windows 10

Let's PLUG-IN

(Page no. 19)

Do it yourself.

Let's CATCH UP

(Page no. 24)

1. Desktop
2. Icon
3. Start button
4. Start menu

TEST YOUR SKILLS

1. a. (iii) b. (i) c. (iii) d. (iii)
2. a. (F) b. (T) c. (F) d. (F) e. (T)
3. a. Windows 10 b. Minimize c. Task view d. Desktop e. Live tiles
4. a. It shows different types of notifications for your computer such as, your Internet connection, or the volume level.
b. To change the background, follow the given steps:
Step 1: Right-click on the background and choose Personalize. A Settings dialog box appears.
Step 2: Click on Background in the left pane.
Step 3: Click on arrow located below the Background option in the right pane. Select Picture option from the drop down list.
Step 4: Select any picture from the display.
Step 5: A preview of the desktop with the selected picture appears in the window. After choosing a picture, the Background will change automatically.
c. An icon is a picture or graphic representation of an application or a file.
d. Task View allows you to quickly move within your open windows and applications.

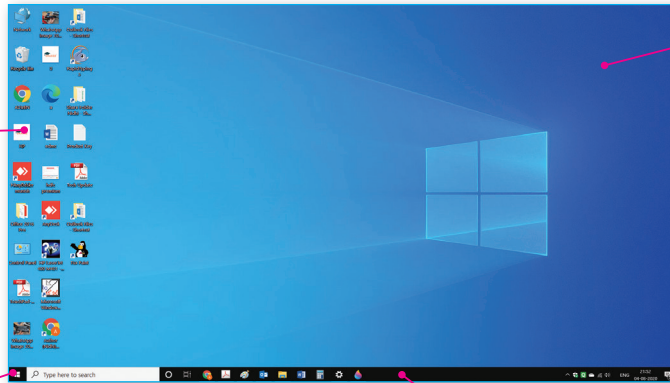


LET'S SOLVE

1.

Icons

Start button



Desktop Background

Taskbar

2. a. TASKBAR b. DESKTOP c. BACKGROUND d. ICONS



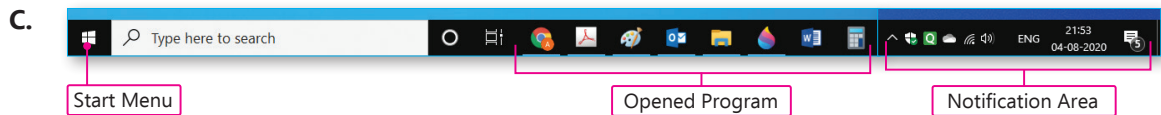
LET'S EXPLORE

Do it yourself.

Periodic Assessment-1

(Based on chapters 1 & 2)

- A.** 1. Mouse 2. Keyboard 3. Light pen 4. CPU 5. Monitor
6. Headphones 7. Projector
- B.** 1. Touchscreen 2. Pen drive 3. Smart board 4. Monitor 5. Joystick
6. Printer



- D.** 1. This PC 2. Folder 3. Recycle bin



3. Let's Learn Paint 3D

LET'S PLUG-IN  (Page no. 30)

Do it yourself.

LET'S CATCH UP  (Page no. 37)

1. Brushes tool
2. Names toggle tool
3. 2D shapes tool
4. 3D shapes tool

TEST YOUR SKILLS 

- | | | | | | |
|----|-------------------------------|-----------|------------|------------------|-----------|
| 1. | a. (iii) | b. (iii) | c. (ii) | d. (iii) | e. (ii) |
| 2. | a. Title bar | b. Canvas | c. Brushes | d. Color Palette | e. Shapes |
| 3. | a. (T) | b. (F) | c. (T) | d. (F) | e. (T) |
| 4. | a. Title bar, Menu and Canvas | | | | |

b. To add 2D text, follow the given steps:

Step 1: Click on Text tool on toolbar. It replaces the right side panel with text options.

Step 2: Click 2D text option.

Step 3: Choose the font style, colour, size and alignment you want for your text.

Step 4: Click on the Canvas where you want to type. A text box appears. Type the text.

c. To create 3D Shapes, follow the given steps:

Step 1: Click on the 3D shapes tool in the Toolbar. It will replace the brushes options on the side panel.

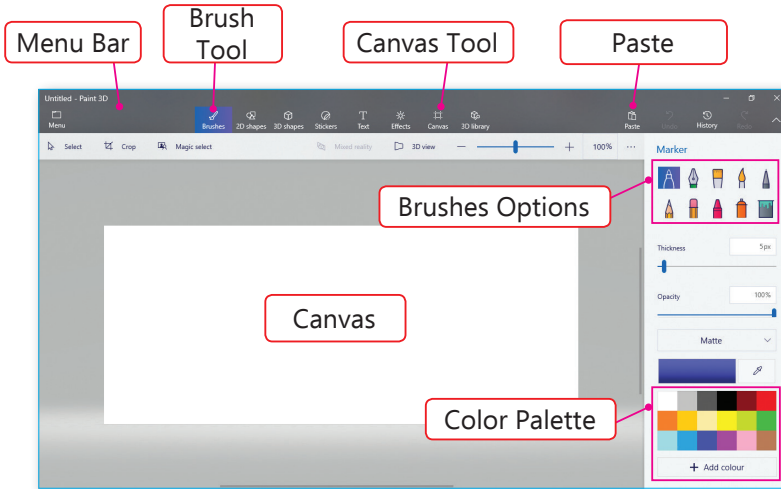
Step 2: Click on shape you want to draw in 3D objects option.

Step 3: Move the mouse pointer to the Canvas. Click and drag the pointer to draw the shape.

Step 4: You see a 2D shape drawn with four handles around the shape. Rotate the shape using the Rotation handles to see the 3D effect.



LET'S SOLVE



LET'S EXPLORE

Do it yourself.

4. Using Word 2016

LET'S PLUG-IN

(Page no. 43)

Do it yourself.



LET'S CATCH UP

(Page no. 48)

1. RIBBON

2. ZOOM SLIDER

3. TITLE BAR

4. FILE TAB

5. MINIMIZE

TEST YOUR SKILLS



1. a. (iii) b. (iii) c. (i) d. (iii)
2. a. Typing b. Ribbon c. Vertical
3. a. (T) b. (F) c. (F) d. (T)
4. a. Word helps us to type letters, stories, reports, quickly and easily and present our text beautifully.
b. To create a new document, follow these steps:

Step 1: Click on File tab The Backstage view appears.



Touchpad PLUS (Version 2.1)-III (Answer Key)

- Step 2: Select New option from the left pane.
 Step 3: Click on the Blank document option in the right pane.
- c. In Word 2016, the toolbars and menus are replaced with the ribbon. It contains all the Tabs and Groups.
- d. To save your document in Word, follow these steps:
 Step 1: Click on File tab. An Info screen appears.
 Step 2: Select Save or Save As from the left pane.
 Step 3: Select This PC option from the center pane. Then click on Browse option.
 Step 4: The Save As dialog box opens. Select the location of the file. Type a name for your file in the File name box.
 Step 5: Click on Save button.

FUN ZONE



Let's SOLVE

- a. Ctrl+N b. Ctrl + S c. Ctrl + O d. Alt + F4



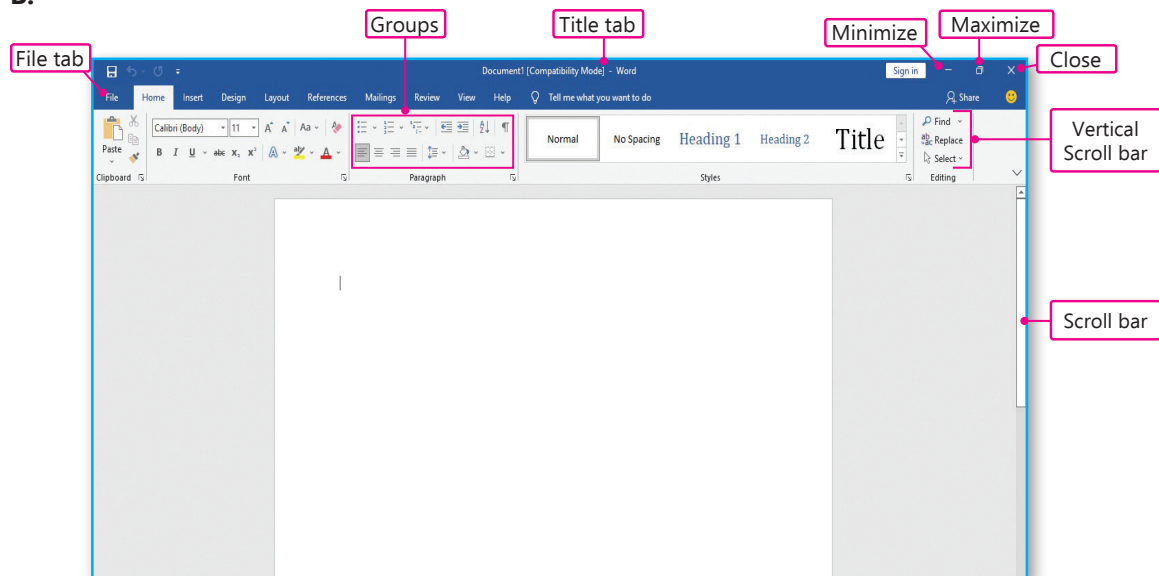
Let's EXPLORE

Do it yourself.

Periodic Assessment-2

(Based on chapters 3 & 4)

- A. 1. 2D shapes 2. Text 3. Brushes Tool
- B.



C. 3D Shapes Tool.

Test Sheet-1

(Based on chapters 1 to 4)

Section A

- | | | | | | | | | |
|-----------|-------------|----------|----------|---------|------------|-----------|--------|------------|
| A. | 1. (ii) | 2. (iii) | 3. (iii) | 4. (ii) | 5. (iii) | 6. (ii) | 7. (i) | 8. (iii) |
| B. | 1. Hardware | 2. ALU | | | 3. Desktop | 4. Canvas | | 5. Ribbons |
| C. | 1. (F) | 2. (T) | | | 3. (T) | 4. (F) | | 5. (T) |
| D. | 1. (b) | 2. (d) | | | 3. (e) | 4. (c) | | 5. (a) |

Section B

- A.**
1. A Joystick is used to play games on a computer. It helps to control the different movements in the game.
 2. A touchscreen is used to enter data by simply touching the screen. In this, finger acts as a pointing device and the object on the screen is pointed using a finger.
 3. An icon is a picture or graphical representation of an application or a file. If you want to open or access an icon, double click on it.
 4. Two components of the Paint 3D are Title bar and Menu.
 5. Ribbon: The toolbars and menus are placed by a Ribbon which is made up of Tabs and Groups.
- B.**
1. CPU is the processing device that works on input and sends the result to the output devices. It is a chip which is present inside the CPU box. CPU is also called the 'brain' of a computer as it is responsible for all the work done.
 2. A computer works on the IPO (Input-Process-Output) cycle. It receives input from the user through input devices, processes it using the CPU and gives back the output using output devices. This cycle is known as IPO cycle.
 3. To create 3D shapes, follow the given steps:
 1. Click on the 3D shapes tool in the Toolbar. It will replace the brushes options on the side panel.
 2. Click on shape you want to draw in 3D objects option.
 3. Move the mouse pointer to the canvas. Click and drag the pointer to draw the shape.
 4. You see a 2 D shape drawn with four handles around the shapes. Rotate the shape using the Rotation handles to see the 3D effects.
 4. To save your document, follow these steps:
 1. Click on File tab. An info screen appears.
 2. Select Save or Save As from the left pane.
 3. Select This PC option from the center pane. then click on Browser option.
 4. The Save As dialog box opens. Select the location of the file. Type a name for your file in the File name box.
 5. Click on save button.



5. The Notification Area is located at the right side of the Taskbar. It shows different types of notifications for your computer such as, your internet connection, or the volume level. By default, the Notification Area shows only a few icons but you can click the upward arrow on its left side to see the other options.

5. Editing and Formatting in Word 2016

LET'S PLUG-IN  (Page no. 55)

Do it yourself.

LET'S CATCH UP (Page no. 61)

1. L, Underline 2. C, Bold 3. R, Font Color

TEST YOUR SKILLS 

1. a. (ii) b. (ii) c. (ii) d. (iii) e. (ii)
2. a. iii. b. v. c. iv. d. ii. e. i.
3. a. Ctrl+A b. Font c. Left d. Enter
4. a. To select specific text in a document, follow these steps:
 Step 1: Place your cursor in front of the first letter of the word, sentence, or paragraphs you want to select.
 Step 2: Press and hold Shift key while you drag your cursor to select the text you want.
 b. Changing the appearance and arrangement of the text is called formatting the text.
 c. To apply an artistic border, follow these steps:
 Step 1: Click on Page Border tab in the Borders and Shading dialog box. On the Page Border tab, at the bottom, you will see a box called Art.
 Step 2: Click on the drop-down arrow below the Art box.
 Step 3: Select a border style.
 Step 4: Click on OK.
 d. A bullet is a small symbol used to mark each item in a list.
 e. The position of the text or the way the text appears with respect to the margins in a document is called alignment. There are four alignment options available in Word. They are: left, right, center and justify.
 f. To apply bullets to selected text, follow the given steps:
 1. Select the text. Click on Home tab.
 2. Choose the Bullets option in Paragraph group. A bullet library appears.
 3. Select the bullet style you want to apply.

FUN ZONE



LET'S SOLVE

1. Paragraph group
2. Font group
3. Paragraph group
4. Font group



LET'S EXPLORE

Do it yourself.

6. Internet

LET'S PLUG-IN

 (Page no. 70)

Do it yourself.



LET'S CATCH UP

(Page no. 72)

1. Internet
2. Homepage
3. WWW

TEST YOUR SKILLS



1. a. (iii) b. (ii) c. (iii) d. (i)
2. a. Internet b. URL c. Website
d. World Wide Web e. Web Browser
3. a. (F) b. (T) c. (F) d. (F)
4. a. Internet is the technology by which millions of computers in the world are connected to one another to share information. Using the Internet, you can search for information on any topic and send and receive e-mail messages.
b. It wastes our time and makes us lazy.
c. A website is a collection of related web pages that provide information about a topic.
d. World Wide Web (WWW) is the largest collection of information in the form of websites on the Internet.
e. Every website on Internet has a unique address. This address of a website is called as Uniform Resource Locator or URL.



FUN ZONE



LET'S SOLVE

A	U	V	J	A	G	R	J	K	P
A	D	I	N	T	E	R	N	E	T
P	O	E	D	G	E	W	W	N	O
B	R	O	W	S	E	R	Y	P	T
A	V	D	B	C	X	Z	F	P	T
W	E	B	S	I	T	E	K	Q	E
F	N	I	I	K	L	I	O	I	R
C	M	O	D	E	M	T	E	O	L
E	W	E	B	P	A	G	E	E	I
A	D	D	R	E	S	S	B	A	R






LET'S EXPLORE

Do it yourself.

Periodic Assessment-3

(Based on chapters 5 & 6)

- A.** 1. web browser 2. home page 3. web site
5. Font 6. Ctrl+A 7. Formatting 8. Enter
- B.** 1. Mozilla Firefox a. 
2. Microsoft Edge b. 
3. Google Chrome c. 
- C.** Artistic Border option.

7. Stepwise Thinking

LET'S PLUG-IN

(Page no. 78)

Do it yourself.

LET'S CATCH UP (Page no. 81)

- 3 Press power button on the CPU.
- 2 Switch on the UPS.
- 1 Press the main power button.
- 4 Switch on the monitor.

TEST YOUR SKILLS

1. a. (i) b. (i) c. (ii)
2. a. (F) b. (F) c. (T) d. (T)
3. a. The process of completing one step and going onto the other is known as stepwise thinking.
b. Step 1: Make a list of family members and friends to be invited.
Step 2: Decide the time and place for the party.
Step 3: Inform family members and friends about the party place through phone calls or e-mail.
Step 4: Greet the guest with love and warmth.
Step 5: Start and enjoy the party.
c. The act of repeating an action again and again is called looping.

FUN ZONE



LET'S SOLVE

- a. Yes b. Do it yourself.



LET'S EXPLORE

Do it yourself.

8. Let's Learn Scratch

LET'S PLUG-IN (Page no. 86)

Do it yourself.



LET'S CATCH UP (Page no. 91)

1. Go button 2. Stop button 3. Event block

TEST YOUR SKILLS

1. a. (i) b. (ii) c. (ii) d. (ii) e. (ii)
2. a. (T) b. (F) c. (F) d. (F) e. (T)
3. a. (i) b. (ii) c. (iv) d. (v) e. (iii)
4. a. It is the actor who acts on the stage. Sprite is an object in Scratch that performs the function on stage area.
b. Title Bar, Menu Bar, Stage Area
c. The blocks that are used to control the movement of a Sprite are known as Motion blocks.
d. To change the appearance if a sprite, follow these steps:
Step 1: Click on the Costumes tab. An image of the selected sprite appears in the tab. Here the selected sprite is cat.
Step 2: Click on the image of the sprite. Drag the selection blue border to select the cat. A border appears around it.
Step 3: Click on Fill and Outline options to change the colors of the cat and the outline.

FUN ZONE



LET'S SOLVE

Do it yourself.

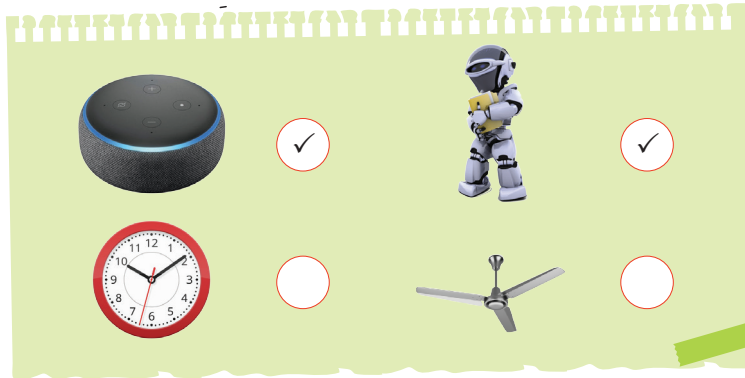


LET'S EXPLORE

Do it yourself.

9. AI-Enabled Devices

LET'S PLUG-IN (Page no. 98)



LET'S CATCH UP (Page no. 102)

- | | |
|-------------------|---------------|
| 1. SMART DOORBELL | 2. SMART TV |
| 3. CHATBOT | 4. SMARTWATCH |

TEST YOUR SKILLS

- (ii)
 - (i)
 - (ii)
- Smart speaker
 - Smart TVs
 - Smart doorbell
- T
 - F
 - T
 - T
 - F
- Chatbot is an AI application used to make an online chat conversation.
 - A driver-less car uses a combination of sensors, cameras, and AI to travel between destinations without human help.
 - Smartwatches can tell you about your heart beat, count your steps, etc.
 - Smartphones are portable devices which combine the functions of a mobile phone and computing devices.



Let's SOLVE



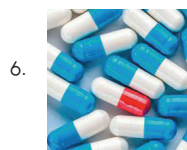
SMART TV



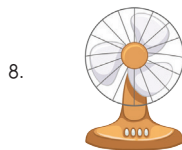
SMARTWATCH



DRIVERLESS CAR



SMART SPEAKER



Periodic Assessment-4

(Based on chapters 7 to 9)

A. Yes

B. 1. (a)

2. (d)

3. (b)

4. (c)

C. 1. Chatbot

2. Smartphone

3. Smartdoor bell

4. Smart TV

Test Sheet-2

(Based on chapters 5 to 9)

Section A

A. 1. (iii)

2. (ii)

3. (iii)

4. (i)

5. (iii)

6. (ii)

7. (i)

8. (i)

B. 1. Chatbot

2. Stepwise

3. Internet

4. Stop

5. Backdrop

C. 1. (T)

2. (F)

3. (F)

4. (T)

5. (T)

D. 1. (c)

2. (e)

3. (d)

4. (a)

5. (b)

Section B

- A.**
1. Uniform Resource Locator
 2. Looks
 3. Ctrl + B
 4. Reasoning and Problem solving
- B.**
1. A driverless car works without human help.
 2. To change the backdrop, follow the given steps:
Step 1: Click on the Choose a Backdrop tool in the Sprites Info Pane. A Choose a Backdrop window opens. It shows the thumbnails of the available backdrops.
Step 2: Click on a backdrop to add it to your project.
 3. Changing the appearance and arrangement of the text is called formatting the text.
 4. Problem Solving is the process of finding solutions to a difficult task.
 5. To connect your computer to the Internet, you need the following things:
 - A computer or a device
 - A telephone or cable line
 - A modem or a network card
 - A company providing Internet connection
 - Software (Web browser)

