

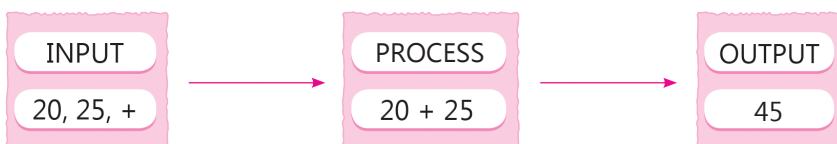
1. A Computer System

EXERCISE



- A.** 1. c 2. b 3. a 4. a
- B.** 1. Microphone 2. CPU 3. Monitor 4. Input devices
- C.** 1. Scanner 2. Headphones 3. Speakers 4. CPU

D.



- E.** 1. CPU is the processor that does all the calculations, runs all the programs and manages all the operations.
2. A computer works on the IPO cycle (Input-Process-Output).
- F.** 1. Application software is used to perform a specific task.
Example of application software is Paint.
2. All the physical components of a computer system are called hardware. These are the parts which we can see or touch. Example of hardware are keyboard and printer.

IN THE LAB

Subject Enrichment

Do yourself.

2. Computer Memory

EXERCISE



- A.** 1. a 2. b 3. b 4. a



- B.** 1. Random Access Memory 2. Read Only Memory
3. GB 4. USB
- C.** 1. Primary storage device 2. Primary storage device
3. Secondary storage device 4. Secondary storage device
- D.** 1. Hard disk is a type of secondary storage device. It is permanently fixed in the CPU box.
2. A byte is basic unit for measuring the memory of a computer.
- E.** 1. Primary memory is the main memory of the computer. CPU can directly access this memory.
RAM is a temporary memory. The information stored in this memory is lost when the computer is turned OFF.
ROM is permanent in nature, i.e., it holds the data even if the system is switched OFF. It holds the starting instructions that are required to start a computer.
2. Flash drive is a small portable data storage device integrated with a USB (Universal Serial Bus) connector.
Example of Flash drive is Pen drive that can store a large amount of data. It can be carried in your pocket easily.

IN THE LAB

Subject Enrichment

Do yourself.

Worksheet 1

(Based on chapters 1 & 2)

- A.** 1. Printer 2. Joystick 3. Headphones 4. Microphone
B. 1. F 2. F 3. T 4. T

C.



1



3



4



2

- D.** External hard disk



3. Let's Know About Windows 10

EXERCISE



- A.** 1. b 2. a 3. a
- B.** 1. Microsoft Corporation 2. Desktop 3. Windows 10 4. Icons
- C.** 1. T 2. F 3. T 4. F
- D.** 1. THIS PC 2. RECYCLE BIN 3. START BUTTON 4. FOLDER
- E.** 1. Two components of Windows 10 desktop are: Icons and taskbar
2. Windows 10 allows you to run several programs at the same time.
3. Taskbar is a long horizontal bar located at the bottom of the desktop. It helps to manage various currently active programs.
- F.** 1. Desktop is a first screen that appears from where you can start working.
To change the desktop background, follow these steps:
Step 1 Right-click anywhere on the desktop. Click on Personalize option.
Step 2 Click on **Background** in the left pane.
Step 3 Click on the Background option in the right pane.
Select Picture option from the drop down list.
Step 4 Select any picture from the displayed list.
A preview of the desktop with the selected picture appears in the window.
2. To sort the icons, follow the given steps:
Step 1 Right-click on any blank area of the desktop. Click on Sort by option.
Step 2 Click on any one option to arrange the icons in that order.

IN THE LAB

Subject Enrichment

Do yourself.

4. Advanced Features of Paint

EXERCISE



- A.** 1. a 2. b 3. a 4. b
- B.** 1. F 2. F 3. T 4. T
- C.** 1. Oval, Fill with color.



2. Line, Oval, heart shape, Fill with color.
 3. Triangle, Fill with color.
- D.** 1. Color picker tool is used to pick a colour from an existing object and reuse in other object within the same drawing area.
2. Ribbon contains various tabs and groups. It is located at below the title bar.
- E.** 1. Steps to draw a callout:
- Step 1** Click on Home tab.
 - Step 2** Select a callout shape from Shapes group.
 - Step 3** Click and drag the mouse in the drawing area to draw a callout.
2. Steps to save your drawing:
- Step 1** Click on File tab.
 - Step 2** Click on Save or Save As. The Save As dialog box appears.
 - Step 3** Type a name for the file in the File name: box.
 - Step 4** Click on Save button.

IN THE LAB

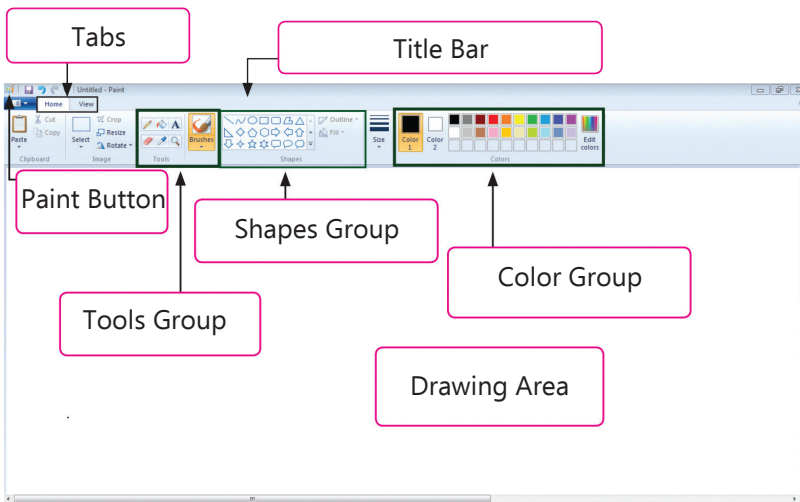
Subject Enrichment

Do yourself.

Worksheet 2

(Based on chapters 3 & 4)

A.



- B.** 1. This PC 2. Recycle Bin 3. Folder



- C. 1. Icons 2. Taskbar 3. Start Button 4. Desktop

Test Sheet 1

(Based on chapters 1 to 4)

Section A

- A. 1. b 2. a 3. b 4. a
- B. 1. Icons 2. USB 3. Read Only Memory 4. Foreground

Section B

- A. 1. The basic unit for measuring the memory of a computer is **byte**.
 2. Ribbon contains various tabs and groups. It is located at below the title bar.
 3. Application software is used to perform a specific task.
- B. 1. Steps to save your drawing:
 Step 1 Click on **File** tab.
 Step 2 Click on **Save** or **Save As**. The **Save As** dialog box appears.
 Step 3 Type a name for the file in the **File name:** box.
 Step 4 Click on **Save** button.
2. Primary memory is the main memory of the computer. CPU can directly access this memory. RAM is a temporary memory. The information stored in this memory is lost when the computer is turned OFF.
 ROM is permanent in nature, i.e., it holds the data even if the system is switched OFF. It holds the starting instructions that are required to start a computer.
3. To sort the icons, follow the given steps: Step 1: Right-click on any blank area of the desktop. Click on Sort by option. Step 2: Click on any one option to arrange the icons in that order.

5. More on Paint

EXERCISE



- | | | | |
|----------------|------------------------|-------------|-------------|
| A. 1. c | 2. c | 3. a | 4. c |
| B. 1. Ctrl + X | 2. Ctrl + S | 3. Ctrl + P | 4. Ctrl + C |
| C. 1. T | 2. T | 3. F | 4. F |
| D. 1. Cut | 2. Zoom In | 3. Zoom Out | 4. Copy |
| 5. Rotate | 6. Free form selection | | |



- E.** 1. Zoom tool is used to get the closer and bigger look of the drawing.
2. Rotate command is used to rotate the drawing in different angles.
- F.** 1. Copy and Paste commands give the duplicate image of a drawing. Cut and Paste commands delete the image from one place and paste it to another place.
2. Steps to Flip an image:
- Step 1** Click on **Home** tab.
 - Step 2** Click on **Select command** and then click on Rectangular selection.
 - Step 3** Select the image by dragging the mouse over it.
 - Step 4** Click on **Rotate command**. Step
 - Step 5** Click on Flip horizontal or Flip vertical.
3. Steps to select an image in rectangular form:
- Step 1** Click on Home tab.
 - Step 2** Click on the **down arrow**, under Select command.
 - Step 3** Click on **Rectangular** selection.
 - Step 4** Hold the left button of the mouse and drag over the drawing to select it. Release the left button of the mouse.

IN THE LAB

Subject Enrichment

Do yourself.

6. Working with Paint 3D

EXERCISE



- A.** 1. b 2. a 3. c 4. b 5. c
- B.** 1. Title Bar 2. Canvas 3. Brushes 4. Color palette
- C.** 1. T 2. F 3. T 4. F
- D.** 1. When you draw a shape in the drawing area, a dotted boundary around the shape can be seen which are called **Grab Points**.
2. This tool has an option for hiding/showing the tool names.
3. **Stamp** is also known as Clone tool.
- E.** 1. Steps to save a project:
- Step 1** Click on the **Menu** option.
 - Step 2** Click on the **Save** or **Save As** option.



- Step 3** In the **File name:** box, type the name of your drawing.
- Step 4** Click on down arrow button and choose the image file format.
- Step 5** Click on the **Save** button.

2. To create 3D shapes, follow the given steps:

- Step 1** Click on the **3D shapes** in the toolbar.
- Step 2** Click on **shape** you want to draw.
- Step 3** Click and drag the **pointer** to draw the shape.
- Step 4** Rotate the shape using the **Rotation handles** to see the 3D effect.

IN THE LAB

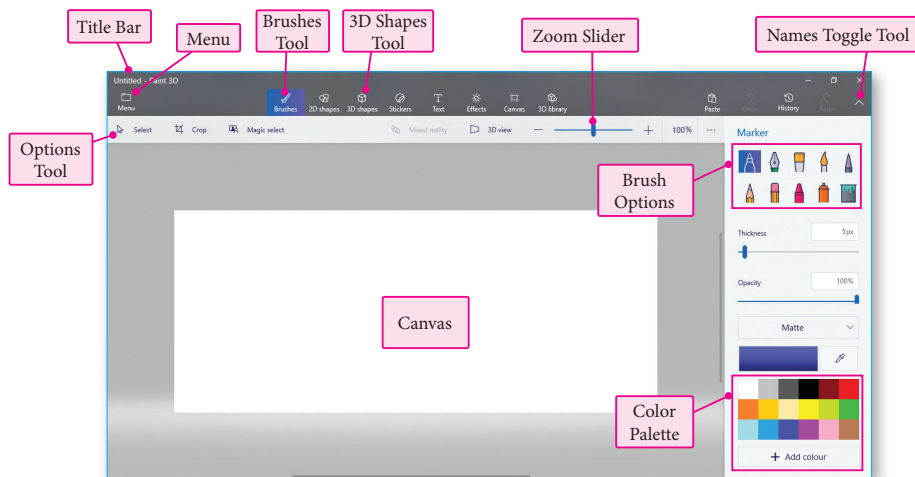
Do yourself.

Subject Enrichment

Worksheet 3

(Based on chapter 5 & 6)

A.



- B.
1. **Cut** command is used to delete the image from its original place.
 2. **Free-Form selection** is used to select the drawing in free form as per need.
 3. **Zoom In** tool is used to get a bigger view of the image.
 4. **Rotate** command is used to change the position of the drawing at different angles.
 5. **Rotate** command is used to rotate the shape.
 6. Stamp tool or Clone tool is used to create a copy of the shape.

7. More on Paint 3D

EXERCISE



- A.** 1. b 2. a 3. c 4. a
- B.** 1. F 2. T 3. T 4. T
- C.** 1. Fill tool is used to fill colour in a shape.
2. 3D Library is used to add 3D objects.
3. To select a shape, just click on it.
- D.** 1. To add 3D text, follow the given steps:
Step 1 Click on **Text** tool.
Step 2 Click on **3D text** option.
Step 3 Choose the font style, colour, size and alignment you want for your text.
Step 4 Click on the **Canvas** and type text.
2. To change the colour, follow the given steps:
Step 1 Select the shape.
Step 2 Select **Edit Color** option.
Step 3 Choose the desired colour.

IN THE LAB

Subject Enrichment

Do yourself.

8. Introduction to Google Blockly

EXERCISE



- A.** 1. a 2. c 3. b 4. b
- B.** 1. Google Blockly 2. Puzzle 3. Maze 4. Reset
- C.** 1. F 2. T 3. F
- D.** 1. Google Blockly is a tool that helps the users to learn block-based programming quickly and easily.
2. If some answers are incorrect, 'The highlighted block is not correct. Keep trying.' message appears on the screen.
3. Run button is clicked in the Maze game to see if the stack helps the person to reach the destination or not.



E. 1. To start Blockly, follow these steps:




Step 1 Open the web browser.

Step 2 Type www.blockly.games in the address bar of the web browser.

Step 3 Press **Enter** key.

2. The Puzzle game teaches the concept of block joining to the users whereas the **Maze** game teaches the concept of programming to the users.

3. The blocks used in the Maze game and their use are:

Block	Use
	Move the object in the forward direction from the direction it is facing
	Turn the object in the left direction from the direction it is facing
	Turn the object in the right direction from the direction it is facing

IN THE LAB

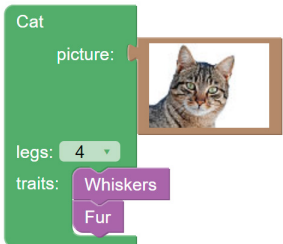
Subject Enrichment

Do yourself.

Worksheet 4

(Based on chapters 7 & 8)

- A. 1. d 2. e 3. a 4. f
5. c 6. b

- B. 1. 
2. 

- C. **Step 1** Click on the 3D shapes tool.
Step 2 Select a 3D shape.
Step 3 Drag the mouse to draw a cube.
Step 4 Rotate the shape to see the 3D effect.

Test Sheet 2




(Based on chapters 5 to 8)

Section A

- A. 1. c 2. b 3. c 4. b
- B. 1. T 2. F 3. T 4. T

Section B

- A. 1. Rotate command is used to rotate the drawing in different angles.
2. 3D Library is used to add 3D objects.
3. If some answers are incorrect, 'The highlighted block is not correct. Keep trying.' message appears on the screen.
- B. 1. Steps to select an image in rectangular form:
- Step 1 Click on **Home** tab.
 - Step 2 Click on the **down arrow**, under Select command.
 - Step 3 Click on **Rectangular selection**.
 - Step 4 Hold the left button of the mouse and drag over the drawing to select it. Release the left button of the mouse.
2. To create 3D shapes, follow the given steps:
- Step 1 Click on the **3D shapes tool** in the Toolbar.
 - Step 2 Click on **shape** you want to draw in 3D objects option.
 - Step 3 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.
3. The blocks used in the Maze game and their use are:

Block	Use
	Move the object in the forward direction from the direction it is facing
	Turn the object in the left direction from the direction it is facing
	Turn the object in the right direction from the direction it is facing