

Worksheet

2

Name:

Roll No: Class: Section:

Date:

ADVANCED WINDOWS

Chapter-2

A. Define the following:

1. Control Panel -
2. Disk Cleanup -
3. Recycle Bin -

B. Tick (✓) the correct option.

1. Which of these tabs is not present on the Mouse Properties dialog box?

a. Buttons	☐	b. Arrow	☐
c. Pointers	☐	d. Pointer Options	☐
2. A tool is used to search on the hard disk for files that can be deleted from your computer.

a. Spreadsheets	☐	b. Word Processors	☐
c. Disk Cleanup	☐	d. Graphics	☐
3. Which of the following options in Control Panel is used to change sound settings of your speakers?

a. Programs	☐	b. Recording	☐
c. Playback	☐	d. Hardware and Sound	☐
4. To open the Start Menu, click on button in the Task bar.

a. Start	☐	b. Folder	☐
c. Show hidden icons	☐	d. None of these	☐

C. Write the steps to open the Control Panel.

Step 1

Step 2