1. Hardware and Software

Quiz Bee
Page-11
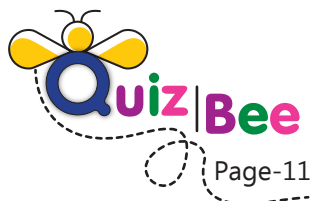
1. CPU (Central Processing Unit)
2. The keyboard is used to give input to the computer by typing numbers, letters and special characters.
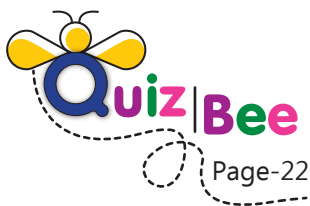
ASSESS YOURSELF

1. a. (iii)   b. (ii)
   c. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: Which of the following is used to capture pictures in digital form?

   (i) Speaker   (ii) Webcam   (iii) Microphone

   Ans. (ii)
   d. (iii)   e. (i)
2. a. ALU   b. three   c. hardware   d. CPU box
3. a. Joystick   b. CPU   c. Operating System   d. PowerPoint
4.

System Software	Application Software
It controls the overall functioning of a computer.	It is used to perform a specific task.
Example: Operating system like Microsoft Windows.	Example: MS Word, Calculator, PowerPoint.

5. a. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: What are Input devices?

   Ans. Monitor and Speakers are Input devices.

b. A feature of a computer is:

Speed: It does calculations at a very high speed.

c. A computer works in three steps: Input → Process → Output (IPO). This is also called the IPO cycle. Here,

- Input means the data and instructions entered into the computer.
- Process means conversion of data into information.
- Output means the result achieved after processing of data.

d. The devices that display the results of processing done by the CPU are called output devices.

The names of any two output devices are: Monitor and Printer.

6. a. Anaya should use microphone to record her song on the computer.

b. Satvik should use Paint to draw a car on the computer.

7. a. Output   Process   Input

   b. Input   Output   Process

   c. Process   Input   Output

2. Windows 11—An Introduction

1. The full form of GUI is Graphical User Interface.
2. Taskbar is one of the components of the desktop.

ASSESS YOURSELF

1. a. (i)

b. (This question is printed incorrectly in the book, please correct it in your textbook.)

Question: Which of the following is an operating system?

(i) Linux   (ii) Windows 11   (iii) All of these

Ans. (iiii)

c. (The option of this question is printed incorrectly in the book, please correct it in your textbook.)

Question: Which of the following is known as the first screen that appears after the Windows operating system is loaded?

(i) Login screen   (ii) Settings   (iii) File Explorer

Ans. (i)

d. (i)

e. (This question is printed incorrectly in the book, please correct it in your textbook.)

Question: Which of the following is a part of the desktop?

Ans. (i)

2. a. Operating System   b. Booting   c. Icons   d. Taskbar

3. a. Virtual Desktop   b. Start button   c. Desktop

4. a. A feature of Windows 11 is:

    It is a user-friendly operating system.

b. (This question is printed incorrectly in the book, please correct it in your textbook.)

    Question: When and by whom was Windows 11 launched?

    Ans. Windows 11 is a new generation of operating system launched by Microsoft in 2021.

c. The steps to change the desktop background are:

    Step 1: Right-click on the desktop and choose Personalize option.

    Step 2: Click on the Background option.

    Step 3: Select any picture. After choosing a picture, the background will change automatically.

d. (This question is printed incorrectly in the book, please correct it in your textbook.)

    Question: Write the steps for sorting the icons.

    Ans. To sort desktop icons, follow the given steps:

    Step 1: Right-click on the desktop.

    Step 2: Select Sort by option.

    Step 3: Select an option (for example: Name).

5. a. This PC   b. Recycle Bin   c. Network

6. To create a new desktop, you should click on Task View button available on the taskbar, then click on the New desktop option. A new desktop will be created.

Periodic Assessment–1

(Based on chapters 1 & 2)

1.   a. Joystick   b. Microphone   c. Laser Printer   d. Monitor   e. Speakers

    f. Pen Drive

2. | 3 | Switch the Set time automatically option to off in the Date & time settings.

| 1 | Right-click on the Clock.

| 4 | Click on Change option to set the date and time manually.

| 2 | Click on Adjust date and time option.

3. a. Anaya can use MS Word to type a letter on the computer.

b. Arnika should use speakers to hear music on the computer.

3. Word 2021—An Introduction

Quiz Bee
Page-35

Answer: 1. File Tab   2. Minimize

ASSESS YOURSELF

1. a. (i)

b. (This question is printed incorrectly in the book, please correct it in your textbook.)

Question: Which of the following shows the document name?

Ans. (iii)

c. (ii)   d. (iii)

e. (This question is printed incorrectly in the book, please correct it in your textbook.)

Question: What is the name of the blinking line that is displayed in the document area?

(i) Cursor   (ii) Enter   (iii) Word Wrap

Ans. (i)

2. a. document   b. open

c. (This question is printed incorrectly in the book, please correct it in your textbook.)

Question: In Word, the height of the work is measured by the _____ ruler.

Ans. vertical

d. (This question is printed incorrectly in the book, please correct it in your textbook.)

Question: Print option is found under the _____ tab.

Ans. file

3. a. F   b. F   c. T   d. T

4. a. A use of Word 2021 is:

It is used to type letters, stories and reports, quickly and easily. (Note: Answer may vary)

b. The steps to create a document in Word 2021 are:

Step 1: Click on the File tab.

Step 2: Select the New option.

Step 3: Click on Blank document option. A new document will be created.

c. The steps to save a document in Word 2021 are:

Step 1: Click on the File tab.

Step 2: Select the Save or Save As option..

Step 3: Select This PC option and then, click on Browse option.

Step 4: Select the location of the file.

Step 5: Type the desired name for your file in the File name box.

Step 6: Click on Save button. The document will be saved.

5. [2] Select Open option.   [3] Find location of your document.

[1] Click on the File tab.   [5] Click the Open button.

[4] Select the file to be opened

{C⊙DING Z⊙NΞ}

Ans:

Enjoyment, Movement, Garment, Moment

4. Editing Text in Word 2021

QuizBee

Page-43
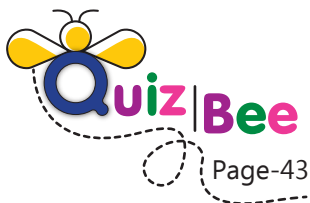
Ans: 1. Editing   2. Delete

1. a. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: Which of the following keys is pressed to give space between two words?

   (i) Spacebar   (ii) Backspace   (iii) Shift

   Ans. (i)

   b. (i)

   c. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: Which key combination is used to copy the text?

   Ans. (iii)

   d. (iii)   e. (ii)

2. a. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: Moving the text means text will disappear from its original position.

   Ans. T

   b. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: Redo command is present on the Quick Access Toolbar.

   Ans. T

   c. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: Select the word and then press Delete key to delete a word.

   Ans. T

   d. F

3. a. (ii)   b. (v)   c. (i)   d. (iii)   e. (iv)

4.

Undo Command	Redo Command
It is used to cancel the last command.	It is used to reverse the action of Undo command.
To apply Undo command, the keyboard shortcut is Ctrl+Z keys.	To apply the Redo command, the keyboard shortcut is Ctrl+Y keys.

5. a. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: What is editing?

   Ans. Making changes in the existing text is called editing.

   b. The Copy command is used when the user wants to keep the selected text at its original place as well as the place where it is to be pasted.

c. The steps to insert text in an existing document are:

Step 1: Place the pointer at the required position where you want to insert the text and click. An Insertion Point (cursor) appears on the screen to indicate the position where the inserted text will appear.

Step 2: The user can now type the new text.

d. The steps to move the text are:

Step 1: Select the text.

Step 2: Click on Home tab.

Step 3: Click on Cut command.

Step 4: Go to the required place where you want to paste.

Step 5: Click on Paste command. The selected text will be moved to a new location.

6. a. Devansh should use Delete key to remove the text at the right side of the cursor.

b. Anaya should use the Copy command to write a word, sentence or paragraph multiple times.

{CODING ZONE} = Coding Zone

Answer:

GNITIDE

Periodic Assessment–2

(Based on chapters 3 & 4)

1. a. Shift + right arrow   b. Shift + up arrow

   c. Shift + down arrow   d. Shift + left arrow   e. Ctrl + A

2. a. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: Which key combination is used to create a new document in Word?

   Ans. Ctrl + N

   b. Copy command   c. Redo command

   d. Quick Access Toolbar   e. Ctrl + S

   f. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: At the right of which bar is the zoom slider present?

   Ans. Status bar

3. Step 1: Click on the File tab.

   Step 2: Select the Print option.

   Step 3: Click on the Print button.

4. Shruti should choose Undo option from the Quick Access Toolbar to cancel the command given by her in Word.

Test Sheet–1

(Based on chapters 1 to 4)

1. a. (iii)   b. (iii)   c. (i)   d. (iii)   e. (ii)

   f. (iii)   g. (iii)   h. (iii)   i. (i)

2. a. Three   b. Hardware   c. Control unit   d. Booting

   e. Icons   f. Open

   g. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: In Word, the height of the work is measured by the _____ ruler.

   Ans. vertical

3. a. T   b. T   c. F

   d. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: Windows 11 is launched by Microsoft.

   Ans. T

   e. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: Paint is word processing software that is used to edit text.

   Ans. T

   f. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: Select the word and then press Delete key to delete a word.

   Ans. T

   g. F

   h. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: Redo is used to reverse the action of Undo command.

   Ans. T

4. a. Hardware are the tangible parts of a computer system that we can see and touch.

   b. PowerPoint is used for creating a presentation.

   c. Desktop is the main screen of the Windows 11 operating system.

   d. Any two features of Windows 11 are:
   - It is a user-friendly operating system.
   - It has a GUI which means you do not need to remember all the commands. (Note: Answer may vary)

   e. Save, Undo and Redo are the names of three commands present on the Quick Access Toolbar.

5. a. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: What are Output devices? Write the names of any two output devices.

   Ans. Monitor and Speakers are output devices.

   b. The steps to change the desktop background are:

   Step 1: Right- click on the desktop and choose Personalize option.

   Step 2: Click on the Background option.

   Step 3: Select any picture. After choosing a picture, the background will change automatically.

   c. The taskbar is a long horizontal bar located at the bottom of the desktop. It helps to manage various currently active programs, opened in different windows.

   The steps to pin an application to the taskbar are:

   Step 1: Click on the Start menu.

   Step 2: Right-click on the application and select More.

   Step 3: Select the Pin to taskbar option. The selected application will be pinned to taskbar.

   d. The steps to save a document in Word 2021 are:

   Step 1: Click on the File tab.

   Step 2: Select the Save or Save As option.

   Step 3: Select This PC option and then, click on Browse option.

   Step 4: Select the location of the file.

   Step 5: Type the desired name for your file in the File name box.

   Step 6: Click on Save button. The file will be saved.

   e. The steps to insert text in an existing document are:

   Step 1: Place the pointer at the required position where you want to insert the text and click. An Insertion Point (cursor) appears on the screen to indicate the position where the inserted text will appear.

   Step 2: The user can now type the new text.

5. Working with Paint 3D

Page-55
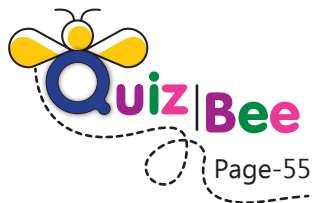
Answer: 1. Title bar   2. Canvas

1. a. (ii)　　　　　　b. (i)　　　　　　c. (i)　　　　　　d. (ii)

   e. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: How many dimensions does a cuboid have?

   Ans. (iii)

2. a. T　　　　　　b. F　　　　　　c. T　　　　　　d. F

3. a. 　　　　　　(i) 3D shapes

   b. 　　　　　　(ii) Menu

   c. 　　　　　　(iii) Text

   d. 　　　　　　(iv) Brushes

   e. 　　　　　　(v) 2D shapes

   f. 　　　　　　(vi) Stickers

   Ans. a. (iv)　　　b. (v)　　　c. (i)　　　d. (vi)　　　e. (iii)　　　f. (ii)

4. a. A feature of Paint 3D is:

   It is used to create colourful pictures. (Note: Answer may vary)

   b. A dotted boundary around the shape which can be seen are called Grab Points.

   c. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: Write steps to add text in the Canvas.

   Ans. To add text, follow the given steps:

   Step 1: Click on Text tool.

   Step 2: Click on 2D or 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.

5. a. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: Taysha wants to draw 3D geometrical shapes. She isn't sure about the steps to draw 3D shapes in Paint 3D. Help her out by putting the correct step number:

   ____ Rotate the shape to see the 3D effect.

   ____ Click on the 3D shapes tool.

   ____ Click and drag the pointer to draw the shape.
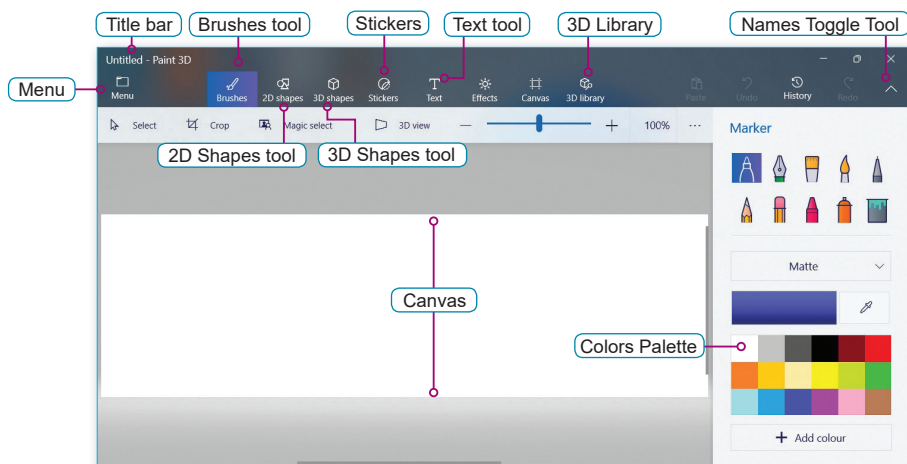
☐ Click on shape you want to draw.

Ans.

4 Rotate the shape to see the 3D effect.

1 Click on the 3D shapes tool.

3 Click and drag the pointer to draw the shape.

2 Click on shape you want to draw.

6.

6. Internet—An Introduction

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Answer: 1. Telephone   2. Internet Service Providers

ASSESS YOURSELF

1. a. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: Which of the following is not an ISP?

   (i) BSNL   (ii) Mozilla Firefox   (iii) Jio

   Ans. (ii)

b. (i)   c. (iii)   d. (i)

2. a. F

   b. (This question is printed incorrectly in the book, please correct it in your textbook.)

      Question: The modem stands for modulator-demodulator.

   Ans. T

   c. T   d. T

3. a. ARPANET

   b. (This question is printed incorrectly in the book, please correct it in your textbook.)

      Question: Which web browser is available by default with Windows 10 operating system?

      Ans. Microsoft Edge

   c. (This question is printed incorrectly in the book, please correct it in your textbook.)

      Question: When was electric computers were developed?

      Ans. The electronic computers were developed in the 1950s.

4.

Web page	Website
It is a digital document on the Internet.	It is a collection of related web pages that provide information.

5. a. The internet is a vast network of computers connected together, which makes communication between them possible. The term 'Internet' is derived from the word internetworking. It connects millions of computers across the world by means of cables, telephone wires or certain wireless media of communication.

   b. The things required for connecting a computer to the Internet are:

      (i)   Modem

      (ii) Telephone connection

      (iii) Internet connection

      (iv) Web browser

      (v)   Computer system

   c. A search engine is used for searching information through the collection of web pages and helps us locate the website or information we are looking for.

6. a. MICROSOFT EDGE   b. GOOGLE CHROME

   c. MOZILLA FIREFOX   d. MODEM

7. ☐ 3 ☐   Open a web browser.

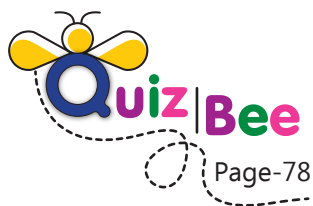   ☐ 5 ☐   Complete the essay using the information from the Internet.

1	Start the computer.
2	Connect the computer to the Internet.
4	Search for the topic "The History of Computers".

{CODING ZONE}

a. $5 + 5 = 10$ | b. $6 + 4 = 10$

c. $7 + 3 = 10$ | d. $9 + 1 = 10$

7. Stepwise Thinking

QuizBee
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Answer:

4	2	6
1	3	5

ASSESS YOURSELF

1. a. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: A computer uses_____ instructions given by the user.

   (i) Stepwise   (ii) Unordered   (iii) Designing

   Ans. (i)

b. (This question is printed incorrectly in the book, please correct it in your textbook.)

Question: _____ and Problem Solving are used in the stepwise process to do any task.

(i) Computer   (ii) Reasoning   (iii) Movie

Ans. (ii)

c. (ii)

2. a. Stepwise thinking   b. organised   c. main steps   d. think

3. a. (This question is printed incorrectly in the book, please correct it in your textbook.)

Question: What are the main steps to solve a problem?

Ans. Main steps to solve a problem are:

1. Analyse the task.

2. Break up the task into small and simple steps.

3. Follow the sequence of steps to find the possible solution.

b. Reasoning is the process of thinking about a task in a logical or sensible way.

c. Programming is a process of creating a set of instructions that tell a computer how to perform a particular task.

4. (This question is printed incorrectly in the book, please correct it in your textbook.)

Question: Number the activities you do before going to school, in the correct order.

| 4 Wear uniform | 6 Go to school | 5 Have breakfast |

| 1 Wake up early | 2 Brush teeth | 3 Take a bath |

{CODING ZONE}

Those (Liking Computer)

Raise Your Hands

Periodic Assessment–3

(Based on chapters 5 to 7)

1. a. Paint 3D Window   b. Names Toggle Tool   c. 2D Shapes Tool   d. 3D Shapes Tool

2. a. Internet   b. Websites   c. E-mail

   d. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: I am the address of a website.

   Ans. URL

   e. URL

3. Rahul will follow the stepwise thinking method to prepare a sandwich. The steps are:

   Step 1: Analysing the task: Here, the task is to prepare a sandwich.

   Step 2: Breaking the task into small or simple steps:

            a. Arrange the bread.

            b. Arrange the butter.

            c. Arrange the vegetables to be stuffed.

            d. Decide a sequence of steps to be followed.

   Step 3: Plan a sandwich:

            a. Take a slice of bread.

            b. Spread butter on one side of the bread.

            c. Put vegetables on the bread.

            d. Take another slice of bread.

            e. Spread butter on it and put it on the 1st slice of bread.

            f. Take a sandwich maker.

            g. Put the sandwich in the machine and ON the main power switch.

            h. After the green light is ON, off the sandwich maker.

            i. Take the sandwich on a plate and enjoy it.

8. Introduction to Scratch Programming

QuizBee
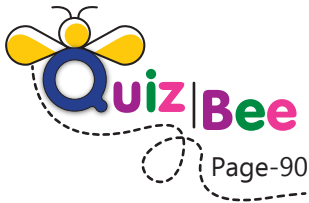
Answer: 1. An Orange cat   2. Motion

ASSESS YOURSELF

1. a. (ii)   b. (i)   c. (i)   d. (i)

2. (This question is printed incorrectly in the book, please correct it in your textbook.)

    Question: Match the Scratch blocks with their colours.

    a. Sound   🟢

    b. Looks   🟣

    c. Events   🟪

    d. Control   🟡

    e. Operators   🟠

    Ans. a. (iii)   b. (ii)   c. (iv)   d. (v)   e. (i)

3. a. programmer

    b. (This question is printed incorrectly in the book, please correct it in your textbook.)

       Question: _____ are used to add speech and thought bubbles to the sprite.

       Ans. Looks blocks

    c. character   d. stop

4. a. Scratch is a visual programming language used to create computer animation, games and stories.

    b. The Motion blocks are used to control the movement of a Sprite.

    c. Any three components of the Scratch window are as follows:

       (i)   Sprite

       (ii) Script

       (iii) Title Bar

d. The steps to open an existing project are as follows:

Step 1: Click on the File menu.

Step 2: Select the Load from your computer.

Step 3: Select the file you want to open.
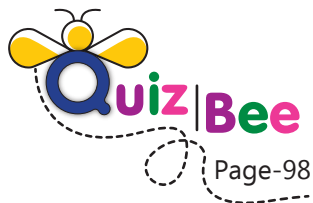
Step 5: Click on the Open button.

5.
3	In the File name box, type name for file.
2	Select the Save to your computer option.
4	Click on the Save button.
1	Click on the File menu.

{CODING ZONE}

a. 34   b. 26

9. Introduction to Robotics

Quiz Bee
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The Mechanical parts or Actuators of a robot help it move.

ASSESS YOURSELF

1. a. (ii)   b. (iii)   c. (i)   d. (ii)

2. a. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: a. The Yellow House in Jaipur is the first cafe to be served by a robot named _____.

   Ans. Ruby

   b. Robot is coined from _____ language words.

   Ans. Czech

3.

Sensor	Controller
(i) The sensor acts like the robot's eyes.	(i) The controller is a built-in computer and acts like a brain.
(ii) It tells the robots about their surroundings.	(ii) It controls the functions of a robot.

4. a. A robot is an automatic, programmable machine that follows commands and does work that reduces human effort.

   b. Any two characteristics of robots are:

   (i) Consistency- Robots can work tirelessly.

   (ii) Speed- They work at the same speed from beginning to end without taking any breaks.

   c. AI or Artificial Intelligence is a type of technology that makes robots or machines act and think like humans.

5. a. Goalkeeper   b. Nao   c. Mobile Robot

{C⊘DING Z⊗Nⱻ}

1. 19514191518   2. ★

Periodic Assessment–4

(Based on Chapters 8 & 9)

1.

2. a. MARCBOT: It is used to inspect suspicious objects.

b. Mobile Robot: It perform the task of sanitation in public areas.

c. Ruby: It is used to serve in cafes, restaurants, etc. The Yellow House in Jaipur being the first to be served by it.

Test Sheet–2

(Based on chapters 5 to 9)

1. a. (i)   b. (i)   c. (ii)   d. (i)

   e. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: _____ and Problem Solving are used in the stepwise process to do any task.

   (i) Computer   (ii) Reasoning   (iii) Movie

   Ans. (ii)

   f. (i)   g. (i)   h. (i)   i. (i)

2. a. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: The Yellow House in Jaipur is the first cafe to be served by a robot named _____.

   Ans. Ruby

   b. Stamp   c. Sensors

   d. Organised   e. Main steps   f. Think

   g. Less   h. Visual   i. Character

   j. Stop

3. a. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: Fill tool is used to fill colour in a shape in Paint 3D.

   Ans. T

   b. T   c. T   d. T   e. T

   f. T   g. F

4. a. Grab Points is a dotted boundary that can be seen around a shape in Paint 3D.

   b. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: What is a robot?

   Ans. A robot is an automatic, programmable machine that follows commands and does work that reduces human effort.

   c. The Motion Blocks are used to control the movement of a Sprite.

   d. Any three components of the Scratch window are:

   (i) Sprite   (ii) Script   (iii) Title Bar

   e. (This question is printed incorrectly in the book, please correct it in your textbook.)

   Question: Which web browser is available by default with Windows 10 operating system?

   Ans. Microsoft Edge

5. a.

2D Shapes	3D Shapes
(i) Objects that have only two dimensions are called 2D or two-dimensional objects.	(i) Objects that have three dimensions are called 3D or three-dimensional objects.
(ii) Example- Rectangle	(ii) Example- Cuboid

b. (This question is printed incorrectly in the book, please correct it in your textbook.)

Question: Write any two characteristics of a robot and explain them.

Ans. 1. Consistency: Robots can work tirelessly.

2. Speed: They work at the same speed from beginning to end without taking any breaks.

c. (This question is printed incorrectly in the book, please correct it in your textbook.)

Question: What are the main steps to solve a problem?

Ans. Main steps to solve a problem are:

1. Analyse the task.

2. Break up the task into small and simple steps.

3. Follow the sequence of steps to find the possible solution.

d. The steps for opening an existing Project in Scratch are as follows:

Step 1: Click on the File menu.

Step 2: Select the Load from your computer.

Step 3: Select the file you want to open.

Step 4: Click on the Open button.

e. Internet is a vast network of computers connected together, which makes communication between them possible. It connects millions of computers across the world by means of cables, telephone wires or certain wireless media of communication.