

Worksheet

1

Name:

Roll No: Class: Section:

Date:

USING THE KEYBOARD

Chapter-6

A. Tick (✓) the correct option.

1. How many Enter keys are present on the keyboard?

- a. One ☐ b. Two ☐ c. Four ☐

2. Which 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. Which of these is a small blinking line on screen?

- a. Cursor ☐ b. Buttons ☐ c. Erase ☐

5. Which of these keys 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 hints given below:

Hints: cursor, enter, alphabet, spacebar

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

C. Write 'T' for true and 'F' for false.

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