

Worksheet

1

Name:

Roll No: Class: Section:

Date:

USING THE KEYBOARD

Chapter-4

A. Tick (✓) the correct option.

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

a. One

☐

b. Two

☐

c. Four

☐

d. Five

☐

2. Which key erases the text on the left side of the cursor?

a. Enter

☐

b. Spacebar

☐

c. Backspace

☐

d. None of these

☐

3. A keyboard has small buttons on it called

a. paper

☐

b. keys

☐

c. cursor

☐

d. Buttons

☐

4. A is a small blinking line on screen.

a. cursor

☐

b. buttons

☐

c. erase

☐

d. key

☐

B. Fill in the blanks using the hints given below:

Hints: Cursor, Enter, Alphabet, Spacebar

1. is the longest key at the bottom of the keyboard.

2. The keys on which A–Z letters are written, are called keys.

3. is also called the Return key.

4. We use the control keys to move the cursor.

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

1. A keyboard has 26 alphabet keys on it.

2. Spacebar key is used to give blank space.

3. Alphabet keys are not used to type words.

4. Enter key moves the cursor to the next line.