

## 1. More About a Computer



### Take Off

(Page no. 11)



Mouse



Keyboard



Monitor



### Double Tap

(Page no. 13)

- ☐ C can work for long hours
- ☐ C cannot take its own decision
- ☐ M has feelings
- ☐ M doesn't need instructions to work



Choose the correct option.

1. b.                      2. c.                      3. b.



Fill in the blanks with the correct words.

1. Desktop                      2. Speed                      3. Hospital



## Answer the following questions:

1. A computer have no feelings or emotions but a man have feelings and emotions.
2. Laptop, Tablet
3. Computers are used to help teachers in teaching.



## Scratch Your Brain.

- a. Transportation
- b. Studio
- c. Post Office

## 2. Working of a Computer



### Take Off

(Page no. 22)



2



1



3



### Double Tap

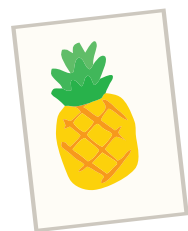
(Page no. 23)



I



P



O





Choose the correct option.

1. b.                                      2. c.                                      3. b.



Tick (✓) the correct statements and cross (✗) the wrong ones.

1. ✓                                      2. ✓                                      3. ✗



Answer the following questions:

1. Input Process Output
2. Input



Scratch Your Brain.

1. a. OUTPUT                                      b. PROCESS                                      c. DEVICE                                      d. COMPUTER
- 2.



P



I



O


## Periodic Assessment–1

(Based on chapters 1 & 2)

**A. Identify the places in the pictures below. Write two lines on how computer is used at these places.**

1. Make worksheets, timetable and report cards  
Keep the records of books in the library
2. Keep an eye on the area  
Control crime
3. Keep record of goods  
Make bills of the goods sold
4. Keep details of bank accounts  
Deposit money in the customer's account

B. Tina is making tea in an electric kettle. Help her record the input.

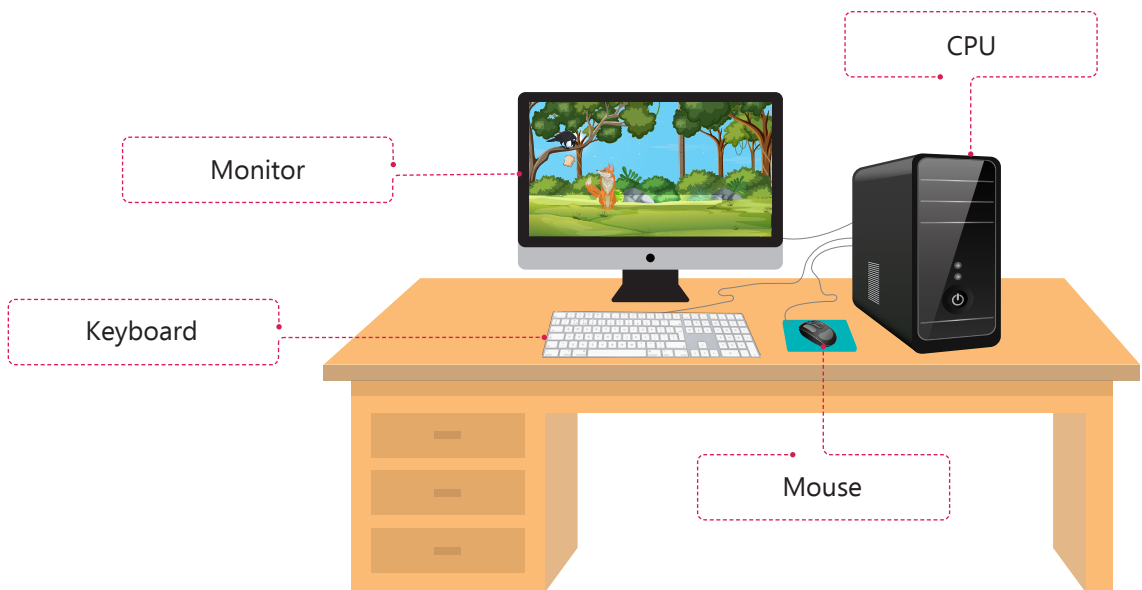
Input	Process	Output
1. Tea leaves	Plug in the electric kettle and switch it ON.	
2. Milk		
3. Sugar		
4. Water		

### 3. IPO Devices



**Take Off**

(Page no. 29)





1. M O U S E



2. S C A N N E R



3. S P E A K E R S



Choose the correct option.

1. b.

2. a.

3. c.



Match the following devices with their correct names.

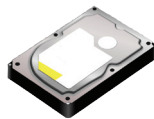


Scanner

Speakers

Keyboard

Hard disk



Tick (✓) the correct statements and cross (✗) the wrong ones.

1. ✗

2. ✓

3. ✗



Answer the following questions:

1. Speakers

2. CD, Pen Drive

3. Keyboard, Mouse



Scratch Your Brain.

a. Mouse

b. Hard disk

c. Microphone

## 4. The Keyboard and the Mouse



### Take Off

(Page no. 38)



2

Computer Keyboard

3

Computer Mouse



### Double Tap

(Page no. 40)

Fill in the missing letters to complete the names of the keys.

1. C A P S L O C K

2. S H I F T K E Y

3. A R R O W K E Y S

4. S Y M B O L K E Y S



Choose the correct option.

1. c.

2. c.

3. b.

4. a.



Tick (✓) the correct statements and cross (✗) the wrong ones.

1. ✓

2. ✗

3. ✓

4. ✓



Answer the following questions:

1. Optical Mouse, Laser Mouse
2. Shift key is used with the other keys for different purposes.
3. It is used to open a program.



6

Plus (Ver. 4.0)-II (Answer Key)



## Scratch Your Brain.

- Q W E R T Y U I O P

a. POT      b. OUT      c. TWO      d. WRITE
- ✓ select icons      type symbols      ✓ move a page up and down

✓ open start menu      ✓ open a shortcut menu      type your age

## Periodic Assessment-2

(Based on chapters 3 & 4)

### A. Look at the images and write their names in the space given.

- Monitor
- Mouse
- Speakers
- Microphone
- Headphones
- Pen Drive

### B. Match the following pictures with their functions:

- b.
- a.
- d.
- c.

### C. Guess my name.

- Touchpad
- Shift Key
- Monitor
- Pen Drive
- Icons

## Test Sheet-1

(Based on chapters 1 to 4)

### A. Choose the correct option.

- b.
- c.
- b.
- c.

### B. Fill in the blanks with the correct words.

- Offices
- Desktop
- Laptop
- CPU

### C. Answer the following questions:

- Optical Mouse, Laser Mouse
- Computer helps teachers in teaching.
- A computer works in three steps: Input, Process, Output. This is also called IPO cycle.
- Hard disk, Pen drive



## 5. Introduction to Word 2019



### Take Off

(Page no. 50)

Do it yourself



### Double Tap

(Page no. 52)

1. F
2. T



Choose the correct option.

1. c.
2. a.
3. c.



Tick (✓) the correct statements and cross (✗) the wrong ones.

1. ✓
2. ✗
3. ✗



Answer the following questions:

1. Document area is the white area where we type.
2. Close button is used to close Word app.
3. Save icon is used to save your work.



Scratch Your Brain.

1.
  - a. START BUTTON
  - b. SAVE
  - c. WORD
  - d. BLANK DOCUMENT





## 6. Let's Learn Paint



### Take Off

(Page no. 56)

Do it yourself



### Double Tap

(Page no. 62)

1. Ribbon

2. Home

3. Color picker



Choose the correct option.

1. c.

2. c.

3. c.



Match the following:

1. Text tool

3. Curve shape

5. Select



2. Pencil tool

4. Line tool

6. Polygon shape



Tick (✓) the correct statements and cross (✗) the wrong ones.

1. ✗

2. ✗

3. ✗

4. ✓



Answer the following questions:

1. Selection tool used to select a complete drawing or a part of a drawing.

- 

## Scratch Your Brain.

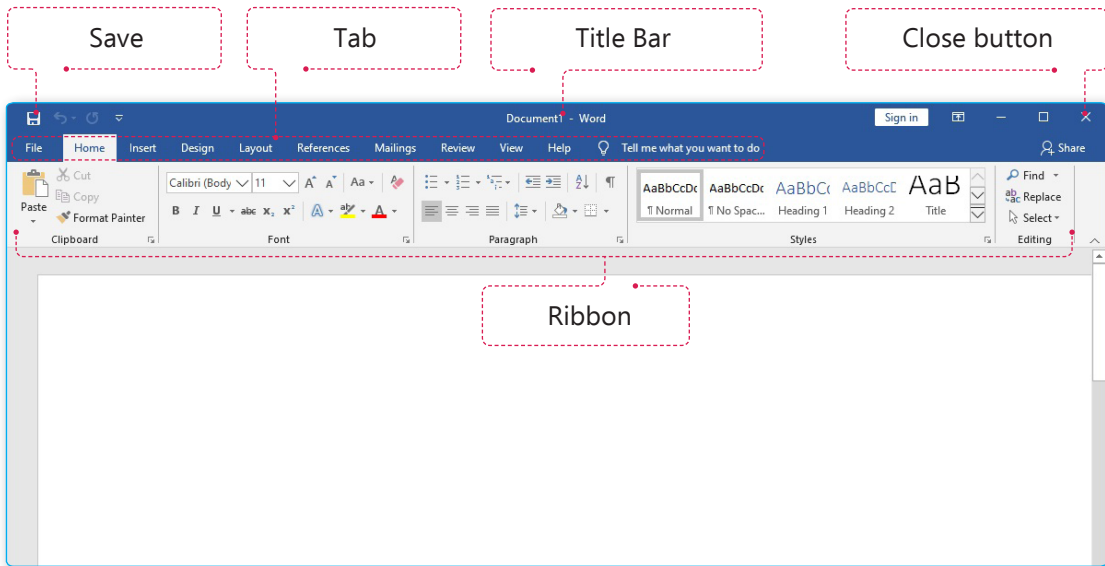


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# Periodic Assessment–3

(Based on chapters 5 & 6)

## A. Label the components of Word 2019 window.



## B. Write the use of each of the following in Paint.

1. Ribbon is a bar with commands. It has two parts: Tabs and Groups.
2. Shapes group in Paint has many different shapes.
3. Drawing area is the blank area to make colorful drawings and paintings.

## C. Answer the following in one word.

1. Drawing area
2. Magnifier tool

## D. Guess my name!

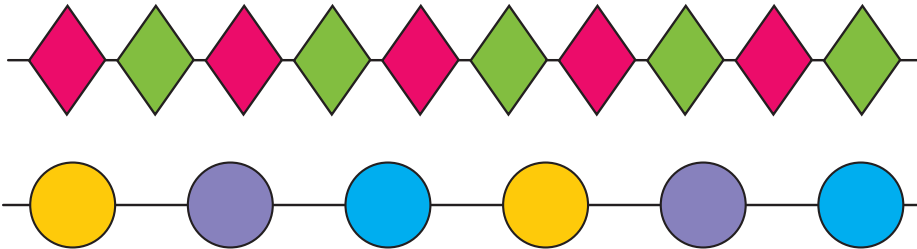
1. Text
2. Pencil
3. Shapes

## 7. Reasoning and Analysis



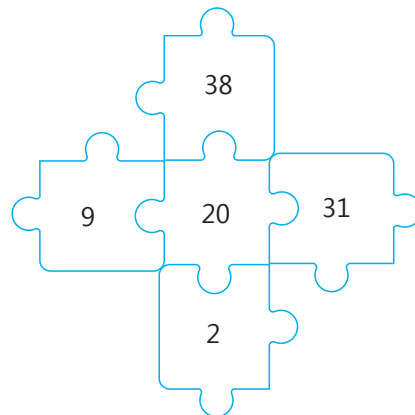
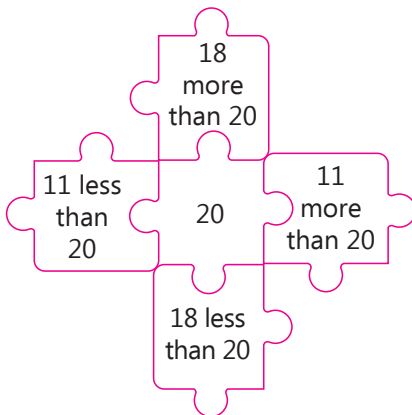
### Take Off

(Page no. 71)



### Double Tap

(Page no. 72)



### Double Tap

(Page no. 73)



I

L

O

V

E

M

Y

M

O

M



Choose the correct option.

1. c.

2. b.



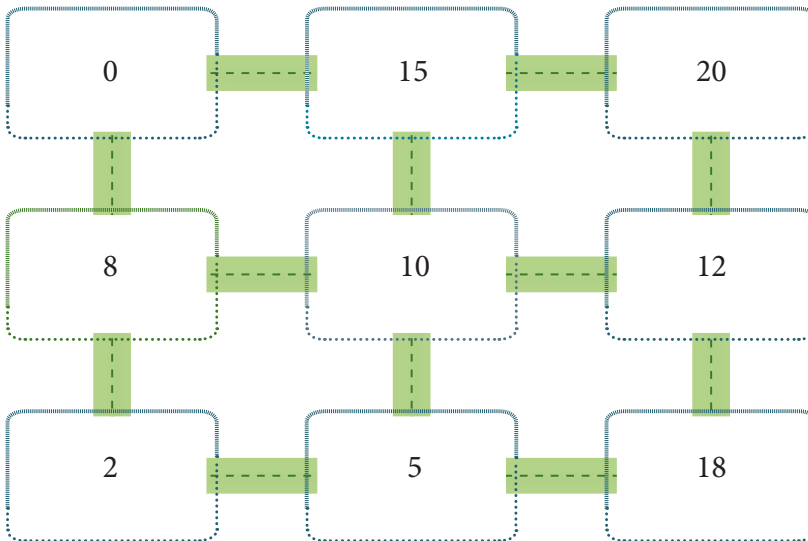
12

Plus (Ver. 4.0)-II (Answer Key)

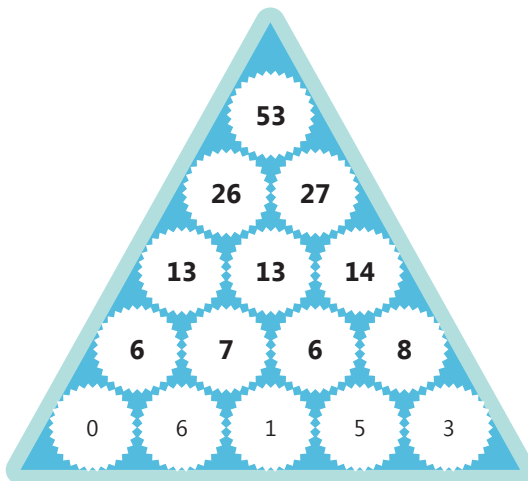


## Scratch Your Brain.











1.



2.



3.

	A		M		U		Y		I
	H		N		R		G		Z

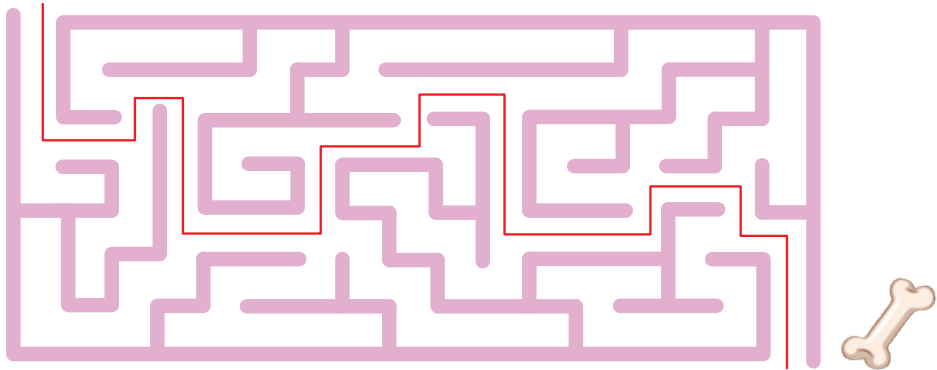
**I AM HUNGRY**

## 8. More on ScratchJr



### Take Off

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16



### Double Tap

(Page no. 79)

1. F                      2. F                      3. T



Choose the correct option.

1. c.                      2. a.                      3. a.



Tick (✓) the correct statements and cross (✗) the wrong ones.

1. ✓                      2. ✗                      3. ✗                      4. ✗



Answer the following questions:

1. Sound Blocks                      2. Green flag                      3. Turn Right





## Scratch Your Brain.

W	S	Q	R	L	U
M	O	T	I	O	N
N	U	J	H	O	O
W	N	T	W	K	K
E	D	V	E	S	J
L	Y	I	J	S	B
E	V	E	N	T	S
C	E	Z	X	C	V

## 9. Artificial Intelligence Around Us



**Take Off** (Page no. 84)



R



A



A



R



R



**Double Tap** (Page no. 85)

1. Artificial Intelligence
2. Navigation apps
3. Voice Assistant



**Choose the correct option.**

1. a.
2. c.
3. a.



Fill in the blanks with the correct words.

1. Understand
2. Voice assistant
3. Face
4. Easier



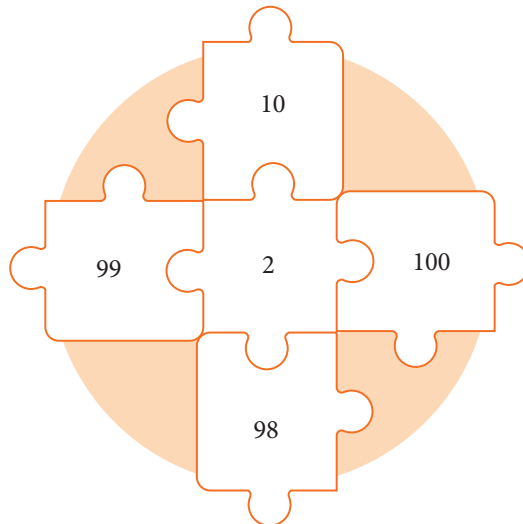
Scratch Your Brain.

1. a. ROBOT                      b. GOOGLE                      c. SIRI
2. Do it yourself

## Periodic Assessment–4

(Based on chapters 7 to 9)

**A. Solve the given number grid.**



**B. Match the following:**

1. b.
2. c.
3. a.

**C. Identify the given blocks and write their names.**

1. Move Right
2. Grow Size
3. Wait for specified amount of time
4. Pop sound





## Test Sheet–2

(Based on chapters 5 to 9)

**A. Choose the correct option.**

1. a.                      2. c.                      3. b.                      4. c.

**B. Fill in the blanks with the correct words.**

1. Easier                      2. Voice Assistant                      3. ScratchJr                      4. Face                      5. Crop

**C Answer the following questions:**

1. Sound Block
2. Green flag
3. Foreground means the colour that is in front.
4. Close button is used to close Word app.