

Name: _____

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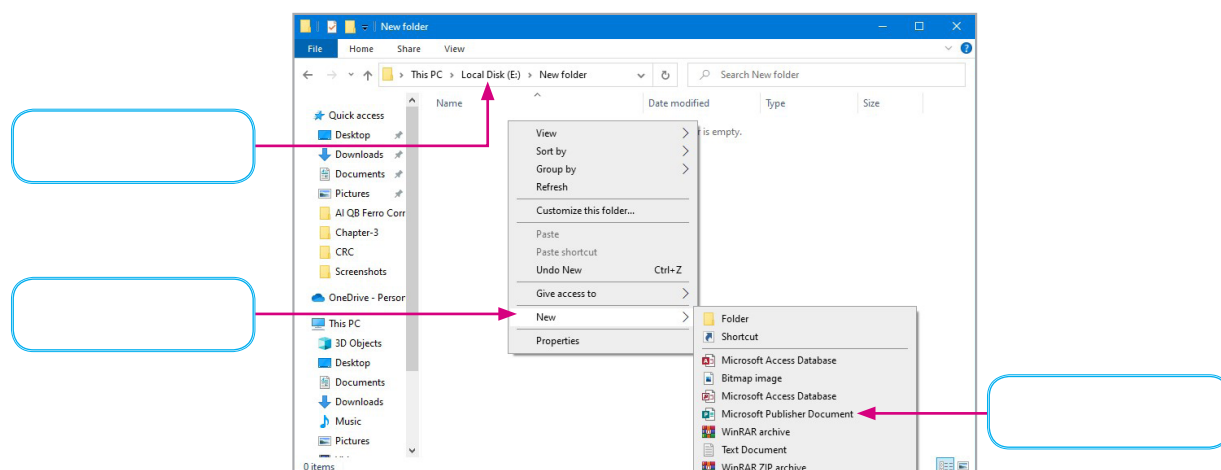
Class: _____ Section: _____ Date: _____

PERSONALISING WINDOWS 10

Chapter-2

CLASS 4

A. Label the steps to create a new file into the folder.



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

1. Icon are small graphical representation of various files/folders.
2. The notification area will stop showing the updated date and time.
3. Gadgets are the mini tools provided by Windows 10 kept on the desktop.
4. The default wallpaper is the windows screen.

C. Answer the following questions:

1. Write the names of any two components of Windows 10 desktop.
.....
2. What is a shortcut menu?
.....
3. What is taskbar?
.....