ORANGE

WORKSHEET

TOUCHPAD
PRIME Ver. 2.2

Chapter-1

CLASS 3

Name: _____

Roll No: _____

Class: _____ Section: _____ Date: _____

DISCOVER COMPUTERS

A. Tick (✓) the correct option.

1. Which part of the CPU is responsible for performing calculations?

   a. CU ☐   b. ALU ☐   c. MU ☐

2. The data or instructions we give to the computer is called ....

   a. input ☐   b. output ☐   c. storage ☐

3. Computer works on the .... cycle.

   a. IPO ☐   b. FIFO ☐   c. None ☐

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

Hints: micro, Multitasking, Diligence, Minicomputer, Hard copy

1. Desktop, laptop and tablet are .... computers.

2. .... is one of the feature of computer.

3. .... computer are called Midsize computer.

4. .... means computer can perform variety of tasks.

5. A printout of soft copy on paper is called the ....

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

1. Another name for Micro computer is Grandchild computer. ....

2. Computer cannot store the data. ....

3. Supercomputer are the largest and fastest type of computers. ....

4. Mainframe computer requires less space. ....

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CLASS 3

HARDWARE AND SOFTWARE

Chapter-2

A. Tick (✓) the correct option.

1. Which of these is a system software?

    a. Operating System ☐   b. Paint ☐   c. MS Word ☐

2. Which software helps us to perform a specific type of job?

    a. Application ☐   b. System ☐   c. None ☐

3. Which of these works like a manager of a computer system?

    a. System Software ☐   b. Hardware ☐   c. Control ☐

4. Which of these is an application software?

    a. Paint ☐   b. Windows 7 ☐   c. Windows XP ☐

5. Which of these is present inside the CPU box?

    a. Mouse ☐   b. DVD ☐   c. Hard disk ☐

B. Rearrange the letters to make the correct words:

1. I W D S O N W   ☐☐☐☐☐☐☐

2. O P R G A M R S   ☐☐☐☐☐☐☐☐

3. O F W R E S T A   ☐☐☐☐☐☐☐☐

4. S I N D E G S   ☐☐☐☐☐☐☐

C. Cross the odd one out.

1. (Paint)   (MS Word)   (Window 10)   (Adobe Photoshop)

2. (Mouse)   (Scanner)   (Keyboard)   (Windows XP)

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EXPLORING THE WORLD OF WINDOWS 10

Chapter-3

CLASS 3

A. Tick (✓) the correct option.

1. Which of these is present at the bottom of the desktop?

a. Icons ☐   b. Gadgets ☐   c. Taskbar ☐

2. Which of these is the first screen that appears after switching on the computer?

a. Icon ☐   b. Desktop ☐   c. Taskbar ☐

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

1. The clock is present on the left side of the taskbar. ....

2. Pressing the right button of the mouse displays the shortcut menu or pop-up menu. ....

3. Double-clicking on the icon opens the window. ....

4. Start button is present on the taskbar. ....

C. Answer the following questions:

1. What are icons?

....

2. What is Windows?

....

D. Fill in the missing letters.

1. D ☐ S ☐ T ☐ P

2. B ☐ C ☐ G ☐ O ☐ N ☐

3. F ☐ L ☐ E ☐

4. D ☐ V ☐ C ☐ S

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Chapter-4

CLASS 3

FUN WITH PAINT

A. Tick (✓) the correct option.

1. Under which group, Rotate command is present?

    a. Image ☐   b. Tools ☐   c. Shapes ☐

2. Which command is used to change the size of an image in Paint?

    a. Resize ☐   b. Zoom ☐   c. Crop ☐

3. Under which group, the Flip/Rotate command is present?

    a. Colors ☐   b. Image ☐   c. Shapes ☐

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

1. Curve shape is used to draw squares with rounded corners. ....

2. Paint is a program used to draw and colour images. ....

3. Fill with Color tools is used to fill colour in closed figures. ....

4. Eraser tool is used to add text or shapes in drawing. ....

C. Answer the following questions:

1. What are the two ways to flip an image?

    ....

2. Where is the Zoom command present in MS Paint window?

    ....

3. What does the Text tool help you to do?

    ....

4. What do you mean by cropping an image?

    ....

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INTRODUCTION TO WORD 2016

Chapter-5

CLASS 3

A. Tick (✓) the correct option.

1. Which of these shows the name of the program and the document name?

   a. Ribbon ☐   b. Ruler ☐   c. Title bar ☐

2. To start a new document, select .... option from the File tab.

   a. New ☐   b. Open ☐   c. Save ☐

3. Which of the following is a Processing software?

   a. Calculator ☐   b. Paint ☐   c. Word 2016 ☐

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

1. Word 2016 gives Document 1 as permanent file name. ....

2. The shortcut key to print a document is Ctrl + P. ....

3. Ribbon is made up of words and text. ....

4. Word 2016 is a word processing software. ....

C. Fill in the blanks using the correct words.

1. Click on the Print button on Quick Access Toolbar to .... (print / save) the document.

2. Word 2016 is a/an .... (system / application) software.

3. Under (Paragraph / Font)........................ group, alignment options can be found.

4. Under Illustration group, (Shapes / Tables) .... in the text can be added.

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STEPWISE THINKING

Chapter-6

A. Read the clues and answer the following:

1. It is a task which is based on real life situations. ....

2. I am the process of finding solutions to a difficult task. ....

3. I am another name of stepwise thinking. ....

B. Write a case study to arrange your school bag according to the time table of Monday.

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TOUCHPAD
PRIME Ver. 2.2

INTERNET

Chapter-8

CLASS 3

A. Tick (✓) the correct option.

1. Which of these is not required for an Internet connection?

   a. Modem ⬜   b. Web Browser ⬜   c. Printer ⬜

2. Which of the following are letters sent using internet?

   a. E-mail ⬜   b. g-mail ⬜   c. Browser ⬜

3. Which of the following is not a website?

   a. www.gmail.com ⬜   b. www.yahoo.com ⬜   c. Google Chrome ⬜

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

1. Internet stands for International Network. ....

2. Bing is an example of Web browser. ....

3. We can send our homework to the teacher through Internet. ....

C. Answer the following questions:

1. Write any two uses of Internet.

   ....

2. Write names of any two web browsers.

   ....

3. What is Home page?

   ....

4. Write the URL of your school's website.

   ....

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