

Name: \_\_\_\_\_

Roll No: \_\_\_\_\_

Class: \_\_\_\_\_ Section: \_\_\_\_\_ Date: \_\_\_\_\_

## COMPUTER—A SMART MACHINE

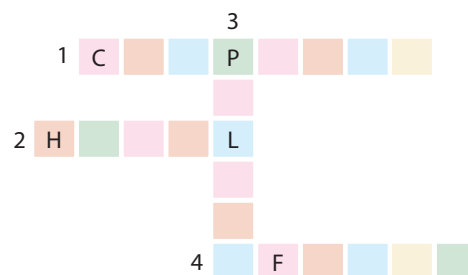
### A. Tick (✓) the correct option.

- Which of the following is not a feature of the computer?
  - Storage ☐
  - Feelings ☐
  - Speed ☐
- Which of the following is a type of computer model of notebook?
  - Smartphone ☐
  - Laptop ☐
  - Pages ☐
- Which of these is bigger than smartphone?
  - Laptop ☐
  - Tablet ☐
  - Computer ☐
- Which of these is smaller than a tablet?
  - Smartphone ☐
  - Desktop ☐
  - Laptop ☐

### B. Complete the crossword by using the hints given below.

#### Across

- It doesn't get tired and can work for long hours.
- Computers are used at this place to send emails.
- It is a medium sized computer that can easily be carried from one place to another.



#### Down

- It is a very small computer that can be kept on our palm.

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

- Smartphone provides facilities like computer. ....
- Computer can do work in high speed and accuracy. ....
- Computer cannot react quickly. ....
- Desktop computer can be kept on a desk or a table. ....

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## OPERATING A COMPUTER

### A. Tick (✓) the correct option.

1. .... is the first screen that appears on starting a computer.

a. Taskbar ☐ b. Desktop ☐ c. Icon ☐

2. To start a computer, you need to switch on the ..... first.

a. UPS ☐ b. Monitor ☐ c. CPU ☐

3. To shut down a computer, you need to click the ..... button.

a. UPS ☐ b. Monitor ☐ c. Start ☐

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

1. Shutting down a computer means to switch it off. ....

2. The first screen that appears when we start a computer is called desktop. ....

3. Start button opens a start menu. ....

4. The small pictures on the desktop are called icons. ....

### C. Answer the following questions.

1. What are the small pictures present on the desktop known as?

.....

2. Which button is pressed to start a computer?

.....

3. Name the first screen that appears when we switch on the computer?

.....

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## USING A MOUSE AND A KEYBOARD

### A. Tick (✓) the correct option.

- How many keys are there on the keyboard?  
 a. 26 ☐ b. 104 ☐ c. 20 ☐
- How many function keys are there at the top of keyboard?  
 a. 12 ☐ b. 10 ☐ c. 9 ☐
- Which key is used for special sign and symbols?  
 a. Symbol ☐ b. Function ☐ c. Shift ☐
- Who invented the computer mouse?  
 a. Charles Babbage ☐  
 b. Douglas Engelbart ☐  
 c. Both ☐

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

- |                  |   |
|------------------|---|
| 1. Shift key     | a. Type capital letters.                    |
| 2. Caps lock key | b. At top of keyboard key of each function. |
| 3. Symbol key    | c. Used along with other keys.              |
| 4. Function key  | d. have special sign and symbols            |

### C. Circle the correct option.

- When the Caps Lock Key is (on / off ), you can type capital letters.
- The shift key (can / cannot) be used alone.
- The escape key allow us to (erase / cancel) a task.
- The tab key can press (move / drag) the cursor.
- The function keys from F1 to F12 are at the (top / bottom) of the keyboard.

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## TYPING IN WORDPAD

### A. Label the steps to pen the WordPad.

- ☐ Click on Accessories
- ☐ Go to All Programs.
- ☐ Click or the Start button.
- ☐ Click on WordPad.

### B. Number the steps to open a document in WordPad in correct order.

- ☐ The Open dialog box opens. Select the location where you have saved your file.
- ☐ Click on Open option from the drop-down menu.
- ☐ Open WordPad. Click on WordPad tab.
- ☐ Select the file.

### C. Rearrange the letters to correct the correct word.

1. OWRDDAP

2. KROW AERA

3. UNEM RAB

4. ELTIT RAB

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## MORE ON TUX PAINT

### A. Match the following.

1.



a. Eraser tool

2.



b. Shape Tool

3.



c. Paint tool

4.



d. Line Tool

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

1. The largest part of Tux Paint Screen is ..... Canvas.
2. The main screen of Tux Paint is divided into ..... section.
3. .... tool is used to save and quit the drawing program.
4. A palette with ..... is used to change the appearance of the drawing canvas.

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

1. Eraser tool is used to erase the necessary part of drawing canvas. ....
2. Selector is not used to select the desired shape. ....
3. Paint brush can be used to draw free hand. ....
4. Line tool helps us to draw straight line. ....
5. Shapes tool is not used to draw the different shapes. ....