ORANGE

WORSHEET ①

Name: _____

Roll No: _____

Class: _____ Section: _____ Date: _____

TOUCHPAD
iPlus Ver. 2.1 ➤

Chapter-1

CLASS 2

COMPUTER—AN ELECTRONIC DEVICE

A. Tick (✓) the correct option.

1. What are the instructions given to the computer called?

   a. Output ⬜   b. Process ⬜   c. Input ⬜

2. Which part is known as the brain of the computer?

   a. Keyboard ⬜   b. CPU ⬜   c. Mouse ⬜

3. Which device performs the input with the help of CPU?

   a. Computer ⬜   b. Printer ⬜   c. Mouse ⬜

B. Fill in the blanks using the hints given below:
Hints: virus, calculations, IPO, accurate

1. Computer always gives .... results.

2. Computer works on the Input-Process-Output cycle, also known as .... cycle.

3. .... is harmful for computer.

4. CPU performs all the ....

C. Write input, output and process in the dashes given below:
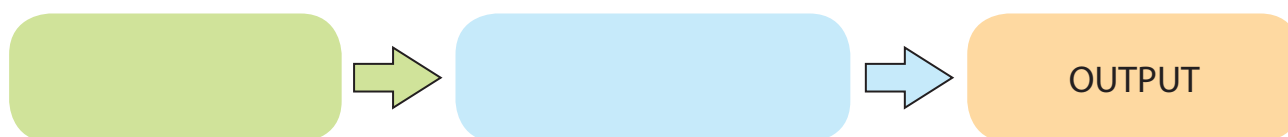
1.

   ....

2.

   ....

3.

WORKSHEET ②

TOUCHPAD
iPlus Ver. 2.1 ➤

Chapter-1

CLASS 2

COMPUTER—AN ELECTRONIC DEVICE

A. Fill in the boxes.

	➡	OUTPUT

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

1. A computer can take decision on its own. ....

2. Printer and monitor are input devices. ....

3. Computers store a large amount of information. ....

4. Computers cannot make an Input-Process-Output cycle (IPO cycle). ....

C. Answer the following questions:

1. How does a computer work?

   ....

2. Name any three advantages of a computer.

   ....

3. Write any one disadvantage of a computer.

   ....

4. Write the names of any two input and output devices.

   ....

Grade: ☆ ☆ ☆ ☆ ☆   Teacher's Signature: _____

WORKSHEET ①

Name: _____

Roll No: _____

Class: _____ Section: _____ Date: _____

Chapter-2

CLASS 2

ROLE OF COMPUTERS

A.   Tick (✓) the correct option.

1.   Where is a computer used to maintain records of patients?

   a. Hospitals ☐   b. Schools ☐   c. Banks ☐

2.   Computers help in .... of tickets at railway station.

   a. Operation ☐   b. Reservation ☐   c. Sending ☐

3.   Messages sent through computers are called ....

   a. g-mails ☐   b. e-mails ☐   c. yahoo mails ☐

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

Hints: weather, computer, e-learning, banks

1.   Computers are used in .... for withdrawing money using ATM.

2.   Computers are used for forecasting ....

3.   .... are used at many places to make work easier and faster.

4.   Education on computer is called ....

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

1.   In banks, computers are used to maintain the customer details. ....

2.   Computers are used for designing clothes, buildings and cars. ....

3.   Machines cannot work smartly. ....

4.   Computers help students read content any time they want. ....

5.   Computers cannot make work easier and faster. ....

Grade: ☆ ☆ ☆ ☆ ☆   Teacher's Signature: _____

WORKSHEET ②

TOUCHPAD
iPlus Ver. 2.1 ➤

Chapter-2

CLASS 2

ROLE OF COMPUTERS

A. Match the following:

1.	Forecasting weather	a.	Schools
2.	Printing bills	b.	Science Labs
3.	Keeping fee record	c.	Shops
4.	Reservation of tickets	d.	Hospitals
5.	Prepare medical report	e.	Railway station and Airports

B. Complete the crossword given below:

C. Answer the following questions:

1. What is e-learning?

   ....
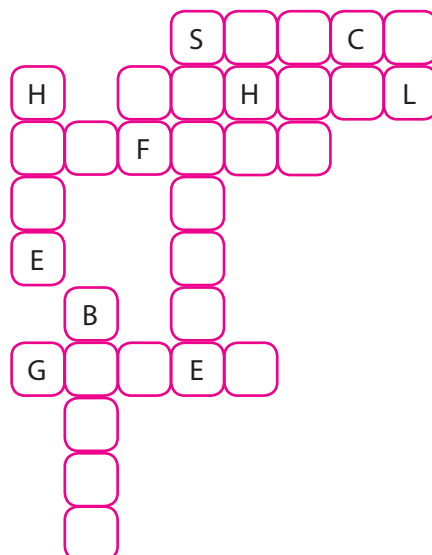
2. Give an example of how computers are useful in education.

   ....

Grade: ☆ ☆ ☆ ☆ ☆   Teacher's Signature: _____

ORANGE

WORSHEET ①

TOUCHPAD
iPlus Ver. 2.1

Chapter-3

CLASS 2

Name: _____

Roll No: _____

Class: _____ Section: _____ Date: _____

INPUT AND OUTPUT DEVICES

A. **Tick (✓) the correct option.**

1. Which of these works like a photocopier machine?

   a. Monitor ☐   b. Scanner ☐   c. Printer ☐

2. The front portion of the monitor is called the ....

   a. Icon ☐   b. Send ☐   c. Screen ☐

3. Which of these are used to hear the sound without causing any disturbing?

   a. Speakers ☐   b. Headphones ☐   c. Head set ☐

4. Which of these is used to record music, voice and sounds?

   a. Microphone ☐   b. Printer ☐   c. Speakers ☐

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

Hints: headset, keys, circular

1. Keyboard has buttons called ....

2. Compact Disc (CD) is .... in shape.

3. .... is the combination of headphones and a microphone.

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

1. Pen drive has special ports called the USB ports.   ....

2. CD is portable storage devices.   ....

3. Speakers are not used for listening music on the computer.   ....

4. Hard disk is circular in shape.   ....

5. A scanner is used to type words.   ....

6. Storage devices are used to enter the data into the computer.   ....

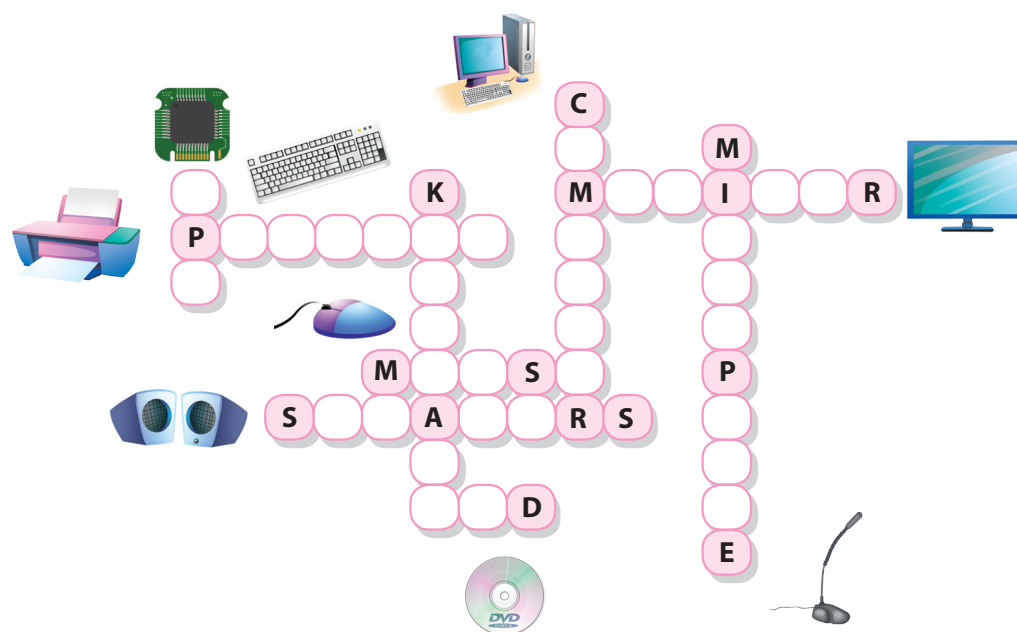Grade: ☆ ☆ ☆ ☆ ☆   Teacher's Signature: _____

Name: _____

Roll No: _____

Class: _____ Section: _____ Date: _____

Chapter-3

CLASS 2

INPUT AND OUTPUT DEVICES

A. Fill in the crossword with the help of the pictures given as hints.

B. Guess who am I?

1. I have two buttons and a scroll wheel.   ....

2. I work like a photocopier machine.   ....

3. I am used to record voice, music and sounds.   ....

4. I give the output on paper.   ....

5. I play sounds.   ....

C. Answer the following questions:

1. What is a printer?

    ....

2. Name the devices in which you can store your work.

    ....

Grade: ☆ ☆ ☆ ☆ ☆   Teacher's Signature: _____

Name: _____

Roll No: _____

Class: _____ Section: _____ Date: _____

TOUCHPAD
iPlus Ver. 2.1 ▸

COMPUTER KEYBOARD

A. **Tick (✓) the correct option.**

1. How many keys are there on the keyboard?

   a. 26 ☐   b. 104 ☐   c. 20 ☐

2. How many function keys are there at the top of keyboard?

   a. 12 ☐   b. 10 ☐   c. 9 ☐

3. Which key is used for special sign and symbols?

   a. Symbol ☐   b. Function ☐   c. Shift ☐

4. Which key is used with number keys to type symbols?

   a. Ctrl key ☐   b. Shift Key ☐   c. Alt key ☐

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

Hints: cursor, numeric, function, esc

1. .... keys are keys present at the top of the keyboard.

2. The short form of Escape key is ....

3. Arrow keys are used for moving the .... on the screen.

4. .... keys are used to type numbers.

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

1. Delete key is used to erase a character on the left of the cursor. ....

2. Caps Lock key is not used to type capital letters. ....

3. Enter key is used to move to the next line. ....

4. Tab key is not used to move the cursor. ....

5. Escape key allows us to start a new task. ....

Grade: ☆ ☆ ☆ ☆ ☆   Teacher's Signature: _____

ORANGE

WORSHEET ②

TOUCHPAD
iPlus Ver. 2.1 →

Chapter-4

CLASS 2

Name: _____

Roll No: _____

Class: _____ Section: _____ Date: _____

COMPUTER KEYBOARD

A. Circle the correct option.

1. When the Caps Lock Key is on / off we can type capital letters.

2. The shift key can / cannot be used alone.

3. The escape key allow us to erase / cancel a task.

4. The tab key can press move / drag the cursor.

5. The function keys from F1 to F12 are at the top / bottom of the keyboard.

6. Symbol keys are to the left / right of alphabet keys.

B. Answer the following questions:

1. Which key helps us to type capital letters?

   ....

2. Which key is used to move the cursor several spaces forward at once?

   ....

3. What are Punctuation keys?

   ....

C. Match the following:

1. Shift   a. Type capital letters.

2. Caps Lock   b. At the top of the keyboard, each key has a different job to perform.

3. ? /   c. Used along with other keys.

4. F1   d. Special sign and symbols.

Grade: ☆ ☆ ☆ ☆ ☆   Teacher's Signature: _____

COMPUTER MOUSE

A. Tick (✓) the correct option.

1. Who invented the computer mouse?

a. Charles Babbage ☐   b. Douglas Engelbart ☐   c. None of these ☐

2. A mouse is used to .... items on the computer screen.

a. Type ☐   b. Select ☐   c. Write ☐

3. Which option is used to open the selected file or program?

a. Single-click ☐   b. Double-click ☐   c. Right-click ☐

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

Hints: pointer, input, right-click

1. .... is used to show list of commands or pop up menu on the screen

2. A mouse is an .... device.

3. Mouse displays an arrow on the screen called ....

C. Match the following:

1. Wireless mouse   a.

2. Click   b.

3. Ball mouse   c.

4. Right-click   d.

5. Optical mouse   e.

Grade: ☆ ☆ ☆ ☆ ☆   Teacher's Signature: _____

COMPUTER MOUSE

A. **Write 'T' for true and 'F' for false.**

1. Double-click means pressing the left mouse button twice. ....

2. A mouse ball has a hard rubber ball under it. ....

3. Right-click displays properties of the selected item. ....

4. A mouse helps you to click and draw. ....

5. The arrow head on the computer screen is a mouse pointer. ....

B. **Answer the following questions:**

1. What is an optical mouse?

   ....

2. How can you open any selected item?

   ....

C. **Identify the given type of mouse action from the pictures depicted below.**

....

Grade: ☆ ☆ ☆ ☆ ☆   Teacher's Signature: _____

ORANGE

WORKSHEET ①

Name: _____

Roll No: _____

Class: _____ Section: _____ Date: _____

TOUCHPAD
iPlus Ver. 2.1 →

Chapter-6
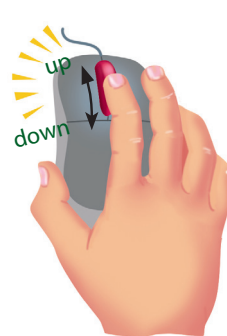
CLASS 2

INTRODUCTION TO PAINT

A. Label the components of Paint window.
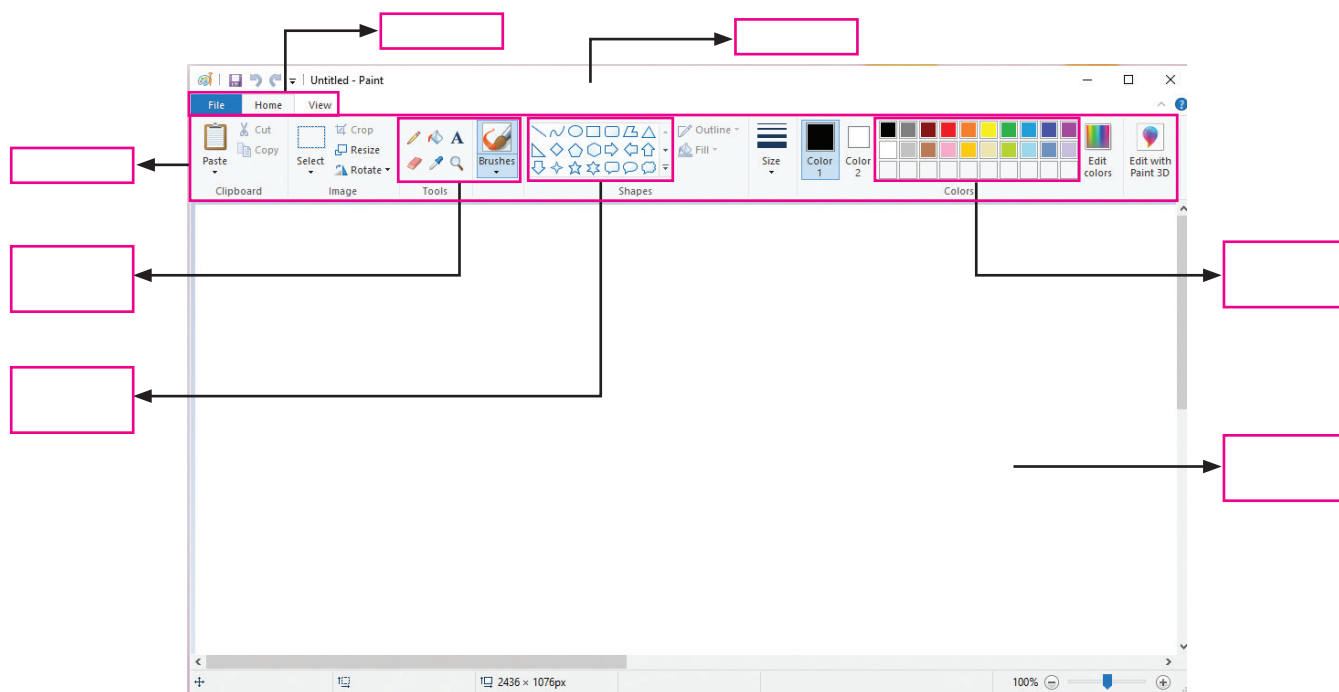
B. Fill in the blanks using the hints given below:

Hints: fill, colours, paint, curve

1.   .... is a program used to draw and colour.

2.   We can .... colour in a closed shape or figure.

3.   In Paint, with help of .... shape we can draw curved lines.

4.   The group contains different .... to make your drawing colourful.

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

1.   Paint helps us to draw and paint on the computer.   ....

2.   Shapes group does not contain the shapes.   ....

3.   Brushes tool is used for freehand.   ....

4.   Paint window will appear on the computer screen.   ....

Grade: ☆ ☆ ☆ ☆ ☆   Teacher's Signature: _____

ORANGE

TOUCHPAD
iPlus Ver. 2.1

Chapter-6

CLASS 2

INTRODUCTION TO PAINT

A. Match the following:

1.   a. Fill with color tool

2.   b. Brushes Tool
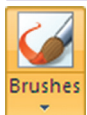
3.   c. Pencil Tool

4.   d. Size group

B. Tick ( ) the correct option.

1. Which tool is used for freehand drawing?

    a. Line ☐   b. Brush ☐   c. Pencil ☐

2. Paint help us to .... on the computer.

    a. Draw ☐   b. Paint ☐   c. Both ☐

3. Which group is used to select colour in the paint?

    a. Tools ☐   b. Shapes ☐   c. Colour ☐

4. Which group of MS Paint contains various shapes?

    a. Colours ☐   b. Tool ☐   c. Shapes ☐

C. Answer in one word:

1. Which tool is used to draw a rectangle? ....

2. Which group contains the Brushes tool? ....

Grade: ☆ ☆ ☆ ☆ ☆   Teacher's Signature: _____

ORANGE

WORSHEET ①

TOUCHPAD
iPlus Ver. 2.1

Chapter-7

CLASS 2

Name: _____

Roll No: _____

Class: _____ Section: _____ Date: _____

FILE MANAGEMENT—AN INTRODUCTION

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

Hints: saving, work, software, open

1. Ctrl + O is the shortcut key to .... a file.

2. Storing .... on computer on any storage device is called ....

3. Each .... creates a file of its own type.

B. Name the storage devices used to :

1. Store cloths & toys

2. Store food & milk

3. Store files

4. Store lunch box & plastic case

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

1. We cannot store our drawings, letters and stories on a computer. ....

2. When we save our work for the first time, a new file is created. ....

3. Storing work on computer on any storage device is called saving. ....

4. Save option is located in the Edit tab. ....

D. Answer the following questions:

1. How can we open an already saved file on our computer?

....

2. How can we save a file at a different location?

....

Grade: ☆ ☆ ☆ ☆ ☆   Teacher's Signature: _____

Name: _____

Roll No: _____

Class: _____ Section: _____ Date: _____

Chapter-7

CLASS 2

FILE MANAGEMENT—AN INTRODUCTION

A. Label the steps to save a file at different location.
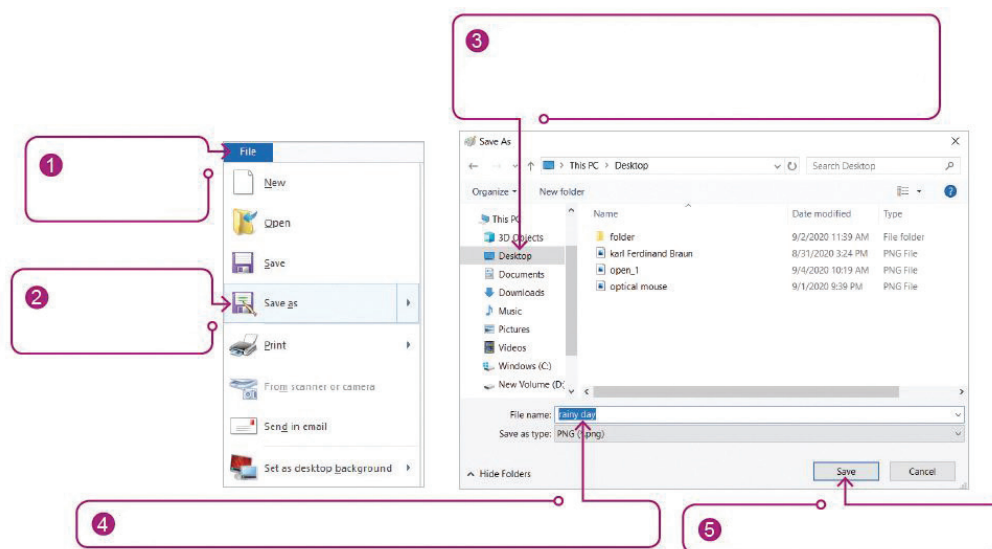
B. Tick (✓) the correct option.

1. Under which tab, Save option is available?

   a. Edit ☐   b. File ☐   c. View ☐

2. We can store food items at our home inside a ....

   a. Pen drive ☐   b. Refrigerator ☐   c. Memory card ☐

3. We can also store songs, movies and games on ....

   a. School bag ☐   b. Refrigerator ☐   c. Computer ☐

C. Look at the pictures and fill in the missing letters:

1. M ☐ M ☐ ☐ ☐ C ☐ R ☐

2. ☐ A ☐ D ☐ I ☐ ☐

3. P I N ☐ ☐ ☐ V E

Grade: ☆ ☆ ☆ ☆ ☆   Teacher's Signature: _____