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Roll No: _____

Class: _____ Section: _____ Date: _____

EVOLUTION OF COMPUTERS

A. Tick (✓) the correct option.

- The first electro-mechanical computer was
 a. MARK-I ☐ b. ENIAC ☐ c. Difference Engine ☐
- Which generation of computer was made up of a vacuum tubes?
 a. First ☐ b. Second ☐ c. Third ☐
- Herman Hollerith built a tabulating machine in which year?
 a. 1642 ☐ b. 1890 ☐ c. 1940 ☐

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

Hints: ENIAC, fourth, abacus, Intel

- is also used in schools as an aid in teaching the number system.
- John Mauchly developed in 1946.
- The first microprocessor Intel 4004 was introduced by in 1971.
- Microprocessor was used in generation of computers.

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

- GUI operating system was introduced in third generation.
- Personal computer was developed by IBM in 1977.
- Transistor and magnetic tapes were used in second generation.
- Difference engine was invented by Herman Hollerith.

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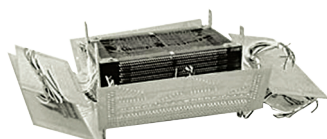
EVOLUTION OF COMPUTERS

A. Name the machines associated with the following scientists in the field of computers.

1. Charles Babbage
.....
2. John Mauchly
.....
3. Blaise Pascal
.....
4. Herman Hollerith
.....
5. Gottfried Wilhelm Leibniz
.....

B. Name the devices given below:

1.



2.



3.



C. Answer the following questions:

1. Which generation of computers used microprocessors?
.....
.....
2. Who invented the analytical engine?
.....
.....
3. Write any one limitation of computer.
.....
.....

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COMPUTER SOFTWARE

A. Tick (✓) the correct option.

- Which of these is the version of Microsoft windows?
 - Windows 10 ☐
 - Word 2019 ☐
 - DVD ☐
- Which of these is used for typing letters, applications, and essays?
 - PowerPoint ☐
 - Adobe Photoshop ☐
 - Word 2019 ☐
- Which of these is an example of system software?
 - Operating system ☐
 - Word 2019 ☐
 - Paint ☐
- Which of these softwares helps us to perform a specific type of job?
 - Application ☐
 - System ☐
 - None ☐

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

Hints: controls, Intel, Hardware, creating

- PowerPoint is used for presentation.
- The system software the working of the computer.
- is the world's largest processor manufacturing company.
- are the parts of computer that we can touch.

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

- We can draw and colour pictures in Paint.
- A computer system is made up of a number of software devices.
- We can play games through software on computer.
- Computer hardware cannot work by itself.

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COMPUTER SOFTWARE

A. Identify the software name.

1. Nita's father wants to type a letter to his friend. Which type of software should he use?
.....
2. Rajesh's mother wants to check if her system has virus or not. Which software does she need for this?
.....
3. Sakshi wants to compress same files on her system. Which utility should she use?
.....

B. Match the following:

- | | |
|----------------|----------------------|
| 1. Writer | a. DBMS |
| 2. Lotus 1-2-3 | b. DTP software |
| 3. Base | c. Spreadsheet |
| 4. Draw | d. Word Processor |
| 5. Photoshop | e. Graphics software |

C. Answer the following questions:

1. Name the application software which is used for playing movies and songs.
.....
2. Write one difference between system software and application software.
.....

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ADVANCED FEATURES OF WORD 2019

A. Tick (✓) the correct option.

- The alignment options are found in which group?
 a. Paragraph ☐ b. Clipboard ☐ c. Font ☐
- Which of these is not a font style available in Word 2019?
 a. Italics ☐ b. Grow font ☐ c. Bold ☐
- Which term refers to change in the appearance of the text?
 a. Setting ☐ b. Formatting ☐ c. Style ☐
- We can change the space between
 a. Line ☐ b. Paragraph ☐ c. Both a and b ☐
- The Font Size box is available on the tab.
 a. Insert ☐ b. Font ☐ c. Home ☐

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

Hints: portrait, footer, Font, bullet

- is the look of the alphabet on the screen.
- The is placed at the end of a document.
- A is a small symbol used to mark each item in a list.
- By default, the orientation of a Word document is

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

- Tabs are used to align the text.
- We can align a paragraph in four alignment options.
- In a bulleted list, each item has a sequential number in front of it.
- To make changes in page layout is called page formatting.

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ADVANCED FEATURES OF WORD 2019

A. Complete the given steps to apply shadow to the text.

Step 1 Select the _____ .

Step 2 Click on _____ tab.

Step 3 Click on _____ command in the _____ group.

Step 4 Select option _____ from the drop-down menu.

Step 5 Click on any _____ .

B. Match the following:

- | | |
|-------------------------|--------------------------|
| 1. Ctrl + Shift + = | a. Replace |
| 2. Ctrl + = | b. Superscript |
| 3. Ctrl + Shift + Enter | c. Subscript |
| 4. Ctrl + H | d. Insert a column break |

C. Answer the following questions:

1. How do you use Find and Replace feature of Word 2019?

.....

2. Name the types of page orientations in Word 2019.

.....

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GRAPHICS IN WORD 2019

A. Tick (✓) the correct option.

- Which command is used to insert symbols?
 a. Symbol ☐ b. Picture ☐ c. None ☐
- Under which group, ClipArt command is present?
 a. ClipArt ☐ b. Illustrations ☐ c. Text ☐
- Shapes command is used to insert
 a. Styles ☐ b. Symbols ☐ c. Shapes ☐

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

Hints: format, insert, shapes, symbols

- Bevel adds thickness and rounded edges to
- To draw a shape in Word, click on the tab.
- are punctuations or special characters generally not found on the keyboard.
- Shape Fill command is present in the tab.

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

- Text can also be added in a shape in Word 2019.
- The two basic types of graphics are drawing objects and pictures.
- Word does not provide shape effects.
- We can change the colour of a shape.

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GRAPHICS IN WORD 2019

A. Write the name of the command to insert the following:

1. Rectangle shape
2. Decorative text
3. Saved picture
4. Symbol

B. Match the following:

- | | |
|--|------------|
| 1.  | a. Shapes |
| 2.  | b. Symbols |
| 3.  | c. Picture |
| 4.  | d. ClipArt |

C. Number the given steps in the correct order to give a 3-D Rotation to a shape.

- ☐ Select the desired rotation effect.
- ☐ Click on **Shape Effects** command.
- ☐ Click on the **Format** tab.
- ☐ Place the mouse over **3-D Rotation** option from the menu.
- ☐ Select the shape.

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PRESENTATION SOFTWARE—SPECIAL EFFECTS

A. Tick (✓) the correct option.

- Which box helps to insert text in the slides?

a. Slide	<input type="checkbox"/>	b. Placeholder	<input type="checkbox"/>	c. WordArt	<input type="checkbox"/>
----------	--------------------------	----------------	--------------------------	------------	--------------------------
- Through which tab, the ready-made templates can be inserted?

a. Insert	<input type="checkbox"/>	b. Design	<input type="checkbox"/>	c. File	<input type="checkbox"/>
-----------	--------------------------	-----------	--------------------------	---------	--------------------------
- Which tab contains the autoshapes?

a. Shapes	<input type="checkbox"/>	b. Illustrations	<input type="checkbox"/>	c. Insert	<input type="checkbox"/>
-----------	--------------------------	------------------	--------------------------	-----------	--------------------------
- makes the slides look more attractive and colorful.

a. Shapes	<input type="checkbox"/>	b. Templates	<input type="checkbox"/>	c. WordArt	<input type="checkbox"/>
-----------	--------------------------	--------------	--------------------------	------------	--------------------------

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

Hints: justify, placeholder, format, design

- is a dotted box that holds the text, image, chart, audio etc.
- Themes are present under tab.
- Shape fill command is present under tab.
- alignment aligns the left and right margin.

C. Match the following.

- | | |
|--------------|--|
| 1. ClipArt | a. Set of predefined layouts. |
| 2. WordArt | b. Set of ready-made or auto shapes. |
| 3. Templates | c. Set of ready-made pictures or graphics. |
| 4. Shapes | d. Set of well-developed presentations. |
| 5. Themes | e. Set of text styles. |

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PRESENTATION SOFTWARE—SPECIAL EFFECTS

A. Find six words related to presentation in the given grid.

W	C	L	I	P	A	R	T	I	T
O	S	N	E	A	W	N	C	F	O
R	H	O	T	E	O	D	O	O	D
D	A	C	K	G	R	O	U	N	P
A	P	X	B	R	M	N	U	T	L
R	E	I	N	E	A	T	M	T	M
T	S	O	N	E	A	E	N	E	N
H	T	E	M	P	L	A	T	E	S

B. Answer the following questions:

1. Define Placeholder.

.....

.....

2. What do you mean by templates?

.....

.....

3. Name the different types of alignment.

.....

.....

4. What do you mean by Theme Backgrounds? Write steps to insert a WordArt on the slide.

.....

.....

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AN INTRODUCTION TO SCRATCH PROGRAMMING

A. Tick (✓) the correct option.

- Which blocks are used to control the sprite movement?
 a. Control ☐ b. Motion ☐ c. Sound ☐
- The block is used to hide the Sprite from the stage.
 a. Hide ☐ b. Show ☐ c. Penup ☐
- Which blocks are used to draw shapes?
 a. Sound ☐ b. Control ☐ c. Pen ☐

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

Hints: Events, bigger, Sprite's, Backdrop

- Grow button is used to make the sprite in size.
- Blocks are used to control the appearance.
- blocks are used to sense events, which run the scripts.
- is a background of the stage.

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

- Quit option is used to close a Scratch project.
- Once the sprite is added on the Stage, you cannot delete it.
- We cannot draw shapes in Scratch.
- Pen blocks are colour-coded as green.
- Operators blocks are colour-coded as blue.
- Looks blocks are used to control a Sprite's appearance.

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AN INTRODUCTION TO SCRATCH PROGRAMMING

A. Guess who am I?

1. I am the main working area to draw or perform action.
2. I am used to make the sprite smaller.
3. I am used to run a Scratch program.
4. I am used to make the sprite bigger in size.
5. I am a block-based programming language.

B. Match the following.

- | | |
|---------------|--|
| 1. Green flag | a. Used to delete sprites, sounds, blocks and scripts. |
| 2. Delete | b. Used to make the sprite bigger in size. |
| 3. Shrink | c. Used to make the sprite smaller. |
| 4. Grow | d. Used to run a Scratch program. |

C. Answer the following questions:

1. What are Motion blocks used for?
.....
2. Who developed Scratch?
.....
3. Mention the block that is used to sense events.
.....
4. What is backdrop?
.....

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INTERNET SERVICES

A. Tick (✓) the correct option.

- Buying products online is called online
 a. shopping ☐ b. chatting ☐ c. reading ☐
- contains billions of web sites to provide information.
 a. Youtube ☐ b. Internet ☐ c. Shopping ☐
- Which of these doesn't require cable to provide Internet access?
 a. Broadband ☐ b. Wi-Fi ☐ c. Telephone line ☐

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

Hints: Modem, Online Shopping, Wi-Fi, Dial-up, Facebook

- is a social networking website.
- doesn't allow users to make/receive phone calls while using the Internet.
- allows us to buy the various products.
- uses radio frequency to connect to the internet.
- is already installed inside the CPU in the form of a card.

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

- E-mail takes a lot of time to send a message.
- Modem stands for Modulator Demodulator.
- Twitter is a social networking website.
- YouTube is a e-shopping website.
- ISP stands for information service provider.

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INTERNET SERVICES

A. Guess who am I?

1. I am a company that provides Internet access on payment of a monthly fee.
2. I am a social networking site where users post and interact with messages known as "tweets".
3. I am used to spreading awareness and exchanging ideas on any specific topic.
4. I am used to finding information on any subject.
5. I am a site that offers Internet access.

B. Answer the following questions:

1. What is modem?
.....
2. What do you mean by Online shopping?
.....
3. What is e-mail?
.....
4. Name any three social networking websites.
.....