thinkcode
Ver. 1.0

Worksheet
2

Name: ....

Roll No: .... Class: .... Section: ....

Date: ....

WINDOWS 7

Chapter-2

Class -6

A. Tick (✓) the correct option.

1. Which of the following is the actual area of a program where you can work?

   a. Ribbon ☐

   b. Work Area ☐

   c. Status bar ☐

   d. Title bar ☐

2. Which tool is used to search the files that can be deleted from your computer on the hard disk?

   a. Spreadsheets ☐

   b. Word Processors ☐

   c. Disk Cleanup ☐

   d. Graphics ☐

3. Which of the following options in Control Panel is used to change sound settings of your speakers?

   a. Programs ☐

   b. Recording ☐

   c. Playback ☐

   d. Hardware and Sound ☐

B. Define the following:

1. Ribbon: ....

   ....

2. Title bar: ....

   ....

3. Status bar: ....

   ....

C. Write the steps to open the Control Panel.

Step 1 ....

Step 2 ....

Grade: ⭐ ⭐ ⭐ ⭐ ⭐

Teacher's Signature: ....