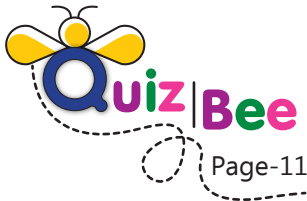


1. Computer Memory



Answer: RAM

ASSESS YOURSELF

1. a. (ii) b. (i) c. (iii) d. (iii)
2. a. byte b. nibble c. RAM d. Hard disk
3. a. The basic unit for measuring the memory of a computer is byte.
b. It is used to transfer data from one computer to another and can be connected to the Universal Serial Bus (USB) port of a computer.
c. Primary memory is the main memory of a computer system from which the CPU can access data directly.
d. Cloud storage site is an online location that allows us to store data online.
e. Secondary storage devices are devices used to store data permanently. e.g. Hard Disk and Blu-Ray Disc.
4. RAM stands for Random Access Memory. It is the primary memory of a computer system. Its content can be accessed by the CPU directly. It is volatile in nature.
ROM stands for Read Only Memory. It is non volatile storage device. Data stored in this storage device is not lost even if the device is shut down.
5. a. Cloud Storage b. Memory card c. Blu-Ray disc



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Answer: (Any)

Took

Shook

Flocking

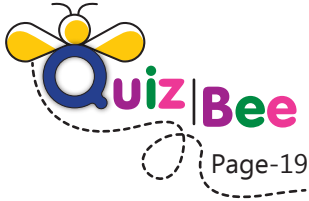
Mocking

Call

Tall



2. The Computer Timeline



Answer: 1642

ASSESS YOURSELF

1. a. (ii) b. (i) c. (iii) d. (i)
2. a. F b. T c. F d. T
3. a. Microprocessor b. IBM 360 c. Pascaline d. Vacuum tubes
4. a. Napier's Bones is a manually-operated calculating device.
b. Analytical Engine was the first fully programmable calculator. It is used for calculations.
c. Integrated Circuits or ICs were used in the third generation of computers.
d. Features of fourth generation computers are:
 - Reduction in the size of computer
 - More reliable than the earlier generation of computers with a great storage device
 - Extremely powerful and can process millions of instructions per secondExample, Apple Macintosh.
5. a. Dev's mother is talking about the Third Generation Computers.
b. Fifth Generation Computers are used currently.



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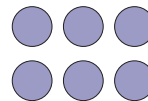
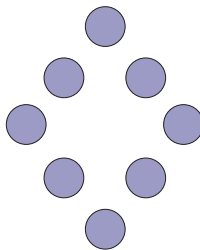
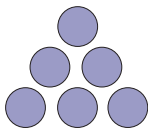
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Answer:

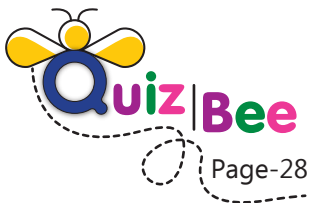


Periodic Assessment-1

(Based on chapters 1 & 2)

- | | | | | |
|-----------------|---------|--------------|-----------------|---------|
| 1. a. Pen drive | b. DVD | c. Hard Disk | d. Vacuum Tubes | |
| 2. a. 1617 | b. 1837 | c. 1822 | d. 1970 | e. 1950 |
| 3. a. (iii) | b. (iv) | c. (ii) | d. (v) | e. (i) |

3. Managing Files and Folders



Answer: Sub-folder

ASSESS YOURSELF

- | | | | |
|----------------|----------------|-------------------|----------|
| 1. a. (ii) | b. (ii) | c. (ii) | d. (iii) |
| 2. a. Start | b. Windows 10 | c. Ctrl+C | d. File |
| 3. a. Ctrl + V | b. Recycle Bin | c. File extension | d. .docx |
4. a. Live tiles are the shortcuts of applications.
- b. A folder is a file cabinet where we can store our files and other subfolders.
- c. Start menu is used to access all the apps of your computer from one location.
- d. A file is a collection of data and information, stored on a storage device such as a hard disk, pen drive and CD/ DVD. To rename a file, follow these steps:
- ➊ Right-click the file that you want to rename.
 - ➋ Select the Rename option.
 - ➌ Type a new name and press the Enter key.
- e. To delete a file or a folder, follow these steps:
- ➊ Go to the location of your file.
 - ➋ Right-Click on the file and select the **Delete** option.
- | | | | |
|----------------|------|------|------|
| 5. a. Pictures | b. 3 | c. 3 | d. 1 |
|----------------|------|------|------|
- e. MS PowerPoint file

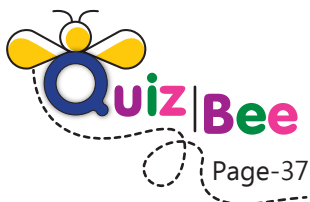




Answer:

- a. 14 b. 23 c. 06

4. Images and Objects in Word 2016



Answer: The Wrap Text option wraps text around an image.

ASSESS YOURSELF

1. a. (The question is printed incorrectly in the book, please correct it in your textbook.)

Question: Under which tab is, the Wrap Text option present?

(i) Format (ii) Design (iii) Insert

Ans. (i)

b. (iii)

c. (i)

d. (iii)

2. a. Rotate

b. Insert

c. Wrapping

d. WordArt

3. a. F

b. T

c. T

d. F

4. a. Wrapping text refers to how the text is positioned around objects or images.

b. Format Tab

c. To apply WordArt to our document, follow the given steps:

1 Click on the Insert tab.

2 Click the WordArt option.

3 Select the desired WordArt style.

4 Type your text in the text box to apply WordArt effect.

d. To add text into a shape, follow the given steps:

1 Select the shape and right-click on it.

2 Choose the Add Text option.

3 Type the desired text.

5. Insert tab & Pictures command









Answer:

- a. **C** b. **I** c. **E** d. **H**

Periodic Assessment–2

(Based on chapters 3 & 4)

- a. Folder b. Photos c. Films & TV d. Word File
- a. WordArt b. Illustrations c. Resizing handles d. Format tab

e. Folder f. Recycle Bin
-    
- a. WordArt b. Folder c. Recycle Bin d. Formatting

e. Graphics f. Task View

Test Sheet–1

(Based on chapters 1 to 4)

- a. (iii) b. (ii) c. (iii) d. (i) e. (iii)

f. (iii) g. (ii)
- a. nibble b. Start c. Insert d. Wrapping

e. Vacuum Tubes
- a. T b. F c. F d. T e. F
- (The question is printed incorrectly in the book, please correct it in your textbook.)

Match the following.

a. Shapes	(i) .docx
b. Magnetic Disk	(ii) Vacuum tubes
c. File	(iii) Volatile
d. First Generation	(iv) Hard Disk
e. SRAM	(v) Insert tab

Ans. a. (v) b. (iv) c. (i) d. (ii) e. (iii)

5. a. Geopbyte b. Recycle bin c. Insert d. John Napier
6. a. To rename a folder, follow the given steps:
 - ① Right-click the folder that you want to rename.
 - ② Select the Rename option.
 - ③ Type a new name and press the Enter key.
- b. WordArt allows you to create text effects that are not available through font formatting.
- c. The features of fourth generation of computers:
 - (i) Reduction in the size of computer
 - (ii) More reliable than the earlier generation of computers with a great storage device
 - (iii) Extremely powerful and can process millions of instructions per second
- d. To delete a file or a folder, follow these steps:
 - ① Go to the location of your file.
 - ② Right-Click on the file and select the Delete option.

5. Creating Tables in Word 2016

ASSESS YOURSELF

1. a. (ii) b. (i) c. (ii) d. (iii) e. (ii)
2. a. F b. F c. T d. F
3. a. (iii) b. (iv) c. (i) d. (ii)

4. a. Insert Tab

b. (This question was printed incorrectly in the book. Please correct it in your textbook.)

Question b. What is the keyboard shortcut to move to the last cell of the row?

Answer- Alt + End

- c. Two times d. Insert Rows below
5. a. Table move handle is used to select the entire table.
- b. Borders and shading style option
- c. There are 4 alignments in word.
- d. To enter data in a table, click on the cell and start typing. Press enter to keep the contents of the cell.
- e. To insert a column in a table, follow the given steps:
 - ① Right-click in the cell where you want to insert column.
 - ② Click on Insert option.



- 3 Click on Insert columns to the Left or Insert columns to the Right option Below option.
- 4 Select the desired option.
- 5 Click on OK button.

f. To apply Border and Shading styles, follow the given steps:

- 1 Select the table and click on the Design tab.
- 2 Click on down-arrow in borders.
- 3 Modify the Style, Color and Width options from the Borders tab.
- 4 Click the down arrow button of the Fill option under the Shading tab.
- 5 Choose the colour of your choice.
- 6 Click on the OK button.

6.

Splitting Cells	Merging Cells
1. Splitting means breaking into parts.	1. Merging means combining parts and making it one.
2. It is used to divide one cell, row or column into two or more.	2. It is used to combines cells,rows or columns to make it one.

7. Table



Answer:

- a. 30 b. dec efc c. 35 49

6. Introduction to PowerPoint 2016

ASSESS YOURSELF

1. a. (ii) b. (iii) c. (i) d. (ii)
2. a. Slide b. Quick Access Toolbar c. Title
d. Placeholder
3. a. Ribbon b. Normal View c. F5 key d. Reading view
4. a. A presentation is a sequential display of information using text, graphics, audio, video and animation. Presentations are widely used at offices, schools, seminars, etc. to express and explain ideas to a group of people.
b. Two components of PowerPoint are Title Bar and Quick Access Toolbar.

c. To save a presentation, follow the given steps:

- 1 Click on the File tab.
- 2 Click on the Save or Save As option.
- 3 Click on Browse to select a location to save the file.
- 4 In the File name box, type the name of the presentation.
- 5 Click on the Save button.

d. To delete a slide, follow the given steps:

- 1 Right-click on the slide you want to delete from the Slide Navigation Pane.
- 2 Click on the Delete Slide option

e. PowerPoint 2016 is an application software developed by Microsoft. To open a saved presentation, follow the given steps:

- 1 Click on the **File** tab.
- 2 Click on **Open**.
- 3 Click on **Browse**.
- 4 Navigate the folder.
- 5 Click on the name of the presentation you want to open.
- 6 Click on the **Open** button.

Delete Slide option



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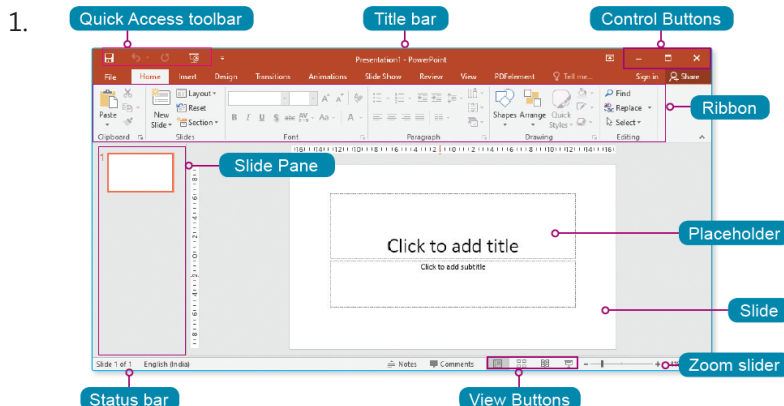
Answer:

1. NOITATNESERP

2. SLIDE

Periodic Assessment–3

(Based on chapters 5 & 6)

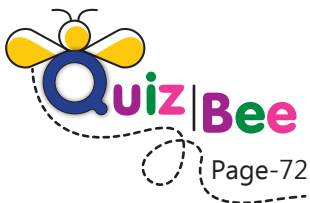


8

Trackpad (Version 2.0)-IV (Answer Key)

2. a. Tab b. Alt + End c. Down Arrow d. Alt + Page Up key
e. Alt + Home f. Alt + Page Down key g. Shift + Tab h. Up Arrow

7. More on PowerPoint 2016



Answer: Slide sorter view

ASSESS YOURSELF

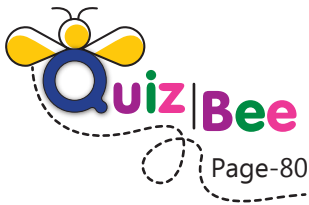
1. a. (iii) b. (iii) c. (i) d. (ii)
2. a. Normal b. Presenter c. nine d. Slide show
3. a. The slide layout is the arrangement of text, images, ClipArts, charts, etc. on a particular slide.
b. Outline view displays the text of each slide on the left pane.
c. To add a theme, follow these steps:
 - 1 Click on Design tab.
 - 2 Select a theme in the Themes group.
- d. To view in slide show, follow these steps:
 - 1 Click on Slide Show tab
 - 2 Choose From Beginning option from Start Slide Show group.

4.	Reading View	Slide Show View
	Reading view is used when you want to view a presentation not in full screen but in a window with simple controls that make the presentation easy to review.	Slide Show view is used to run a presentation on full-screen mode.

5. Design Tab



8. Blocks in Scratch



Answer: Sound block

ASSESS YOURSELF

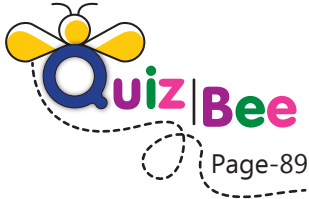
1. a. (ii) b. (i) c. (ii) d. (i)
2. a. T b. F c. F d. F
3. a. Logical Operators are the operators that are used to make logical decisions in a program.
b. Looks blocks are used to change the appearance of the sprite.
c. "Say _ for _ seconds" block displays a speech bubble for a specific amount of time.
d. Control blocks have looping blocks which are used when the same blocks have to be repeated for a number of times.
Repeat block: This block repeats a set of blocks for a given number of times.
Forever block: This block keeps on repeating a set of blocks till the stop button is clicked. It is similar to repeat block and expands automatically to accommodate the blocks you snap inside it.
e. Arithmetic operators are used to perform arithmetic operations in Scratch. Addition and Subtraction operators are examples of arithmetic operators.
f. Greater than: Greater than operator is used to check if one operand is greater than the other.
Less than: Lesser than operator is used to check if one operand is lesser than other.
Equals to: Equals to operator is used to see if two operands are equal.
4. a. This block is used to starts playing a sound.
b. This block is used to move the sprite to a specific location based on their x, y coordinates.
c. This block is used to set the size of the sprite.
d. This block is used to pause the script for a given time.



Do it yourself



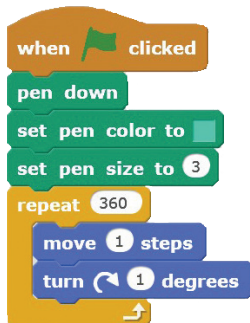
9. Drawing Shapes in Scratch



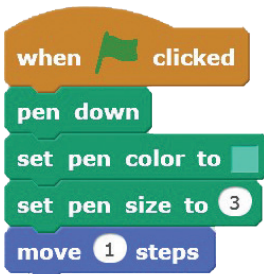
Answer: erase all

ASSESS YOURSELF

1. a. (iii) b. (ii) c. (i) d. (ii)
2. a. F b. T c. F d. T
3. a. Forever block is used to make the sprite do something infinitely (nonstop) until a command is passed over it by the user.
b. Pen blocks provide a trail for the sprite and give instructions to change the colour, size and shade of the trail. And used to draw shapes in Scratch.
c. Wait block is used to pause the script at any point which helps used to monitor the working of the script.
d. Steps to draw a circle.



- e. Steps to draw a line.

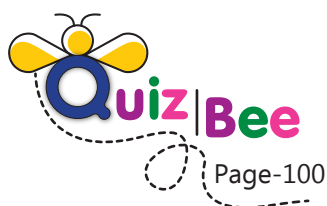


4. Repeat 6 times; Move 100 steps; Turn 60 degree



Do it yourself

10. More on Internet



Answer: Homepage

ASSESS YOURSELF

1. a. (i) b. (ii) c. (iii) d. (ii)
2. a. web pages b. refresh c. HTML d. Address bar
3. a. (iii) b. (iv) c. (i) d. (ii)
4. a. Web browser is used to surf the Internet.
b. Hyperlink is a special piece of text that has the ability to jump to different part of the webpage or a different webpage.
c. • We can buy products on the Internet.
 • We can get information on any topic.
d. To avoid cybercrimes, do not interact with strangers and do not open e-mail from sources you don't know and trust.
e. Microsoft Edge is a web browser. Address Bar, Favourites button, Search Box and Tools button are components of Microsoft Edge window.
5. a. He should not share his personal information like address, phone number, etc.
b. She should not share her credit card details. It is very risky, but she can ask her parents to buy a new dress for her.



Answer:

- | | |
|--------------------|----------------------|
| a. www.google.com | b. www.facebook.com |
| c. www.twitter.com | d. www.wikipedia.org |



11. Categories of Robots

ASSESS YOURSELF

1. a. (ii) b. (i) c. (iii) d. (ii)
2. a. Autonomous b. Atlas c. Pre-programmed
d. Augmenting
3. a. Drone Controllers are used for surveillance purposes and detecting landmines on the battlefield.
b. WoeBot is a therapist robot designed to offer convenient care to people struggling with depression by mimicking human conversation and offering help and companionship to its users.
c. Heartlander Robot is used to deliver treatment to delicate locations in the body like the heart.
d. Augmenting robots are designed to enhance human capability or replace the abilities, a human may have lost. They are used in medicines. An example of Augmenting robots is the exoskeleton.
4. a. Atlas b. Augmenting robots c. Woebot



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Answer:

- a. @!&*%%^+ b. BAD

Periodic Assessment-4

(Based on chapters 7 to 11)

1. a. This block is used to make the sprite say something for a few seconds.
b. This block is used to switch the sprite's costume to the next costume.
c. This block is used to starts playing a sound.
d. This block is used to clear all the sound effects
e. This block is used to hide the sprite.
2. a. (iv) b. (iii) c. (ii) d. (i)
3. a. CyberKnife b. Sophia c. Drone controller

Test Sheet–2

(Based on chapters 5 to 11)

1. a. (i) b. (iii) c. (i) d. (ii) e. (ii)
 f. (i) g. (ii) h. (i)
2. a. placeholder b. nine c. sound d. pen down
 e. address bar
3. a. F b. F c. F d. T e. F
4. a. (v) b. (i) c. (ii) d. (iii) e. (iv)
5. a. Pen block b. Microsoft Edge c. Sophia
 d. Forever block e. Woebot
6. a. To save a presentation, follow the given steps:
 - ① Click on the File tab.
 - ② Click on the Save option.
 - ③ Navigate to the location where you want to save the file.
 - ④ In the File name box, type the name of the presentation.
 - ⑤ Click on the Save button.
- b. Wait block is used to pause the execution of the block and monitor the execution and working of the script.
- c. Hyperlink is a special piece of text that has the ability to jump us to a different location on the same webpage or a different website.
- d. Heartlander Robot is used to deliver treatment to delicate locations in the body like the heart.

