CLASS – 3RD   **COMPUTER**

Q.1. Tick the correct answer –

1)   Quick launch toolbar is present to the right side of the _____ button.

a) Go   (   )   b) Ok   (   )

c) Start   (   )

2)   To arrange the icons on desktop _____ click on the blank area.

a) left   (   )   b) right   (   )

c) double   (   )

3)   This controls and manages all the tasks in a computer.

a) operating system   (   )   b) icons   (   )

c) desktops   (   )

4)   An icon marked with arrow is called –

a) taskbar   (   )   b) desktop (   )

c) shortcut   (   )

5)   The shortcut key combination to create a new file is –

a) ctrl +s   (   )   b) ctrl + o   (   )

c) ctrl + n

6)   _____ tool is used to enter text in the drawing area.

a) text   (   )   b) line   (   )

c) eraser   (   )

7)   _____ tool is used to increase or decrease the view size of the objects.

a) select   (   )   b) zoom   (   )

c) rotate   (   )

8) Which is the primary access point for all programs?

a) shut down ( ) b) start menu ( )

c) desktop ( )

Q.2. True or false –

1) The clock is present on the left side of the taskbar. ( )

2) A preview can be see through the screen saver feature. ( )

3) To erase the selected shape you can use the delete option. ( )

4) Zoom slider option is available on the title bar. ( )
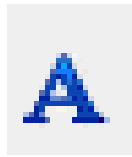
5) Window – 7 does not have a start button. ( )

Q.3. Fill in the blanks –

1) Setting a new screen, when the computer is idle can be done by using the _____ feature.

2) Window -7 contains _____ application to capture images.

3) Small objects with labels on desktop screen are called.

4) The _____ is the first screen of window which appears when the computer is switched on.

5) The _____ tool are the shortcut key to paste.

Q.7. Draw 1o parts of computer.
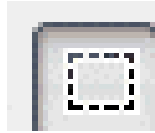
Q.4. **Identify the tools and write their names –**

 _____   _____

 _____   _____

 _____   _____

Q.5. **Match the following -**

a)   folder   1)   come with an arrow

b)   shortcut file   2)   collection of many files

c)   renaming file   3)   dialog box open for confirmation

d)   deleting a file   4)   changes the name of the file

Q.6. **Answer the following questions –**

1)   What is a icons?

_____

_____

_____

_____

2)   What is a screen saver?

_____

_____

_____

_____

3) What is a taskbar?

_____

_____

_____

4) What is a desktop?

_____

_____

_____

5) How can we magnify a picture?

_____

_____

_____

6) What is the function of the color picker tool?

_____

_____

_____

7) Can we change the style of text in paint program?

_____

_____

_____

_____