

CLASS - IV

Q1. Choose the correct option:

1. The default font size is _____ in word.
2. _____ contains small pictures with names such as Computer, Recycle Bin, and many more.
3. _____ is used to store the data and information permanently.
4. _____ is used to find meanings.
5. This process of storing back information is called _____.

Q2. Write the Short cut keys

- | | |
|-------------|--------------|
| 1.Undo | 6.Paste |
| 2.Underline | 7.Open |
| 3.Save | 8.Select all |
| 4.Cut | 9.Find |
| 5.Copy | 10. Replace |

Q3. Fill in the blanks:

1. A computer works with only _____.
2. A _____ is a dot or a symbol that marks an important line of information.

3. The image that you see when your computer is left idle for a certain amount of time is called the _____.

4. Secondary memory is also known as _____ memory.

5. The small pictures on the desktop are called _____.

Q5. Identify the following features:

- 1. xy^2 -
- 2. ~~Today is holiday~~ -
- 3. ~~Technology~~ -
- 4. MS Word -
- 5. Mid-term -

Q6. Answer in one word.

- 1. What is the smallest unit of memory?
- 2. What is an erasable CD called as?
- 3. Which tab is used to apply text effects?
- 4. How many sections does the taskbar has?
- 5. Which memory is called as volatile memory?

Q7. Match the following:

1. Hard disk is consisting of
several disks called
2. Pin and Unpin
3. COMPUTER
4. *Wi-fi*
5. Pen-drive

- A. Auxiliary memory
- B. Italics
- C. Platters
- D. Taskbar
- E. Upper case
