

# FA5-Revision

A) Fill in the blanks.

- 1) \_\_\_\_\_ is the topmost bar in WordPad window.
- 2) \_\_\_\_\_ and \_\_\_\_\_ are two tabs in WordPad.
- 3) \_\_\_\_\_ is the vertical blinking line on the screen.
- 4) \_\_\_\_\_ is used to type letters, words, numbers, etc., on a computer.
- 5) \_\_\_\_\_ is used to erase any part of drawing.
- 6) \_\_\_\_\_ is used to draw straight and wavy lines.
- 7) \_\_\_\_\_ is present at the top right side of Paint screen.
- 8) \_\_\_\_\_ key is used to erase anything typed on the right side of the cursor.
- 9) \_\_\_\_\_ keys are used to type coma, full stop, colon, etc.
- 10) \_\_\_\_\_ key is used to type capital or small letters.
- 11) \_\_\_\_\_ Keys are usually present on the right and left side of the Spacebar.

Answer: TITLE BAR      HOME, VIEW      CURSOR      KEYBOARD      ERASER  
TOOL      PENCIL TOOL      COLOR BOX      DELETE      PUNCTUATION  
CAPS LOCK      ALT

B) Tick [√] the correct answer.

- 1) Symbols are present on the ..... keys.  
a. Number       b. Functions       c. Arrows
- 2) ..... is the key marked with a back arrow?  
a. Backspace Key       b. Shift Key       c. Spacebar

- 3) ..... keys are used to perform a particular function.
- a. Alphabet  b. Special  c. Shift
- 4) Key combination is used to generate a ..... result.
- a. Specific  b. Complete  c. Common
- 5) ..... tool is used to draw straight lines.
- a. Line  b. Circle  c. Brush
- 6) ..... program is used to draw and color objects.
- a. Paint  b. Notepad  c. Calculator
- 7) Which tool is used to write your name within a drawing?
- a.   b.   c. 
- 8) ..... contains all the tools for drawing.
- a. Canvas  b. Colour Box  c. Toolbox
- 9) ..... bar displays the title of the program.
- a. Title  b. Menu  c. Status
- 10) ..... program is used to type the text.
- a. WordPad  b. Paint  c. Tux Paint
- 11) Shortcut key for saving a document is .....
- a. Ctrl + Z  b. Ctrl + R  c. Ctrl + S
- 12) The text will appear darker if you select ..... option.
- a. Italic  b. Bold  c. Underline
- C) Write 'T' for True and 'F' for False statements.
- 1) Curve tool is used to draw straight lines.  T  F
- 2) Polygon tool is used to draw triangles.  T  F
- 3) You can type text in Paint program.  T  F
- 4) Oval tool is used to delete a drawing.  T  F
- 5) Delete key is used to erase the text.  T  F
- 6) There are 10 Alphabet keys on the keyboard.  T  F
- 7) Shift keys are marked with two symbols.  T  F
- 8) To close the current software window, press Alt+F4.  T  F

- 9) You must save your text in the computer for future use.  T  F
- 10) WordPad is used to draw pictures with a mouse.  T  F
- 11) To select a word, triple click on it.  T  F
- 12) Ribbon displays groups of related commands in tabs.  T  F

D) Application Based Question.

- 1) Raj wants to type his name in capital letters, but he does not know the right key for it. He wants your help in it. Help him.

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- 2) In MS-Paint, Yash made a figure. Now, he wants to add his name and class in the figure. As he doesn't know which tool, he should use to do it, he needs your help. Help him by telling the tool name.

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- 3) Nidhi typed a rhyme in WordPad. She wants to keep it in her computer for future use. But she does not know how to do it. By which feature will she do so? Help her.

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Answer: 1) Caps lock key      2) Text Tool.      3) By saving the rhyme.