

Worksheet: Unit 3 User Interface

A: Match the words and phrases (1-7) to their meanings (a-g).

- 1 user interface
- 2 graphical user interface
- 3 ~~text~~
- 4 graphics
- 5 icon
- 6 menu
- 7 cursor

- 3 a any written words
- b the way in which you see the information from a computer screen
- c a list of things on a computer screen which you can ask the computer to do
- d pictures, images or designs that are used, especially in a computer program
- e a mark that can be moved around a computer screen to show the point where you are working
- f a small picture, sign or symbol on a computer screen that you point to and click on with a mouse
- g a way of showing information on a computer screen by using icons, pictures rather than only text

B: Here are some useful computer verbs. Use these verbs in the box to complete the sentences.

- ~~click~~
- double-click
- drag
- key in
- Select
- pull down
- right-click
- save
- scan
- scroll

- 1 Click on the OK button.
- 2 _____ a menu.
- 3 To start the program, just _____ on the icon.
- 4 _____ your username and password.
- 5 _____ PRINT from the main menu.
- 6 _____ and drop this file into "My Documents" folder.
- 7 Always _____ before you close the file.
- 8 _____ down to the end of the document.
- 9 _____ on the Start button and then click on "Open".
- 10 Don't forget to use this software to _____ all new files for viruses.