

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.

- 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.

- 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.

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