Name ....   Section ....   Roll No. ....

Time: 2 Hrs.   **M.M-80**

GENERAL INSTRUCTIONS:-
Read the questions carefully.
* Write the answers in given space only.*
Maintain neat handwriting.

Q1. Choose and write the correct option   (6)

1. To display the properties of selected item, we press.

   (a)   Left click   (   )   (b) right click   (   )

   (c) Double click   (   )   (d) none of these   (   )

2. To select and execute an item, we use

   (a)   Left click   (   )   (b) right click   (   )

   (c) Double click   (   )   (c) None of these   (   )

3. Maximum button change to _____ button.

   (a)   Paint   (   )   (b) restore   (   )

   (c) Shape   (   )   (d) maximize   (   )

4. We can draw different _____ using shapes tool.

   (a)   Colours   (   )   (b) paint   (   )

   (c) Minimize   (   )   (d) Shapes   (   )

5. _____ helps us to organise files in the computer.

   (a)   File management   (   )   (b) File explorer   (   )

   (c) MS paint   (   )   (d) Saving a File   (   )

6. To _____ the paint window, just click on the close button.

   (a)   Save as   (   )   (b) close   (   )

   (c) File   (   )   (d) save   (   )

Q2. Write whether the following statements are true or false. **(8)**

1. File Explorer is the file management application used by windows operating
system . (_____)

2. When we open a new file in any software, it have a by default name. (_____)

3. There are different shapes in the shape tool of MS Paint. (_____)

4. Paint software is also known as MS Paint. (_____)

5. We cannot draw colour and edit pictures in paint software. (_____)

6. Right click is used to select and execute a program. (_____)

7. A mouse is used to drag and drop an object to another location. (_____)

8. A mouse is a pointing device. (_____)

Q3. Fill in the blanks. **(11)**

1. The by default name of a new file in paint is _____

2. We can draw shapes in the _____

3. A mouse helps us to select _____ on the screen.

4. Pressing a mouse button gently is called _____

5. A mouse is a _____ device.

6. A mouse contains _____ buttons.

7. File management helps us to _____ files in the computer.

8. Pressing a mouse button gently is called _____

9. Maximize button changes to _____ button.

10. We can draw and colour pictures in _____.

11. A computer is an_____machine.

Q4. Rearrange the following jumbled words: - **(6)**

1. S O T O L = _____

2. N T B U T O = _____

3. E O M U S = _____

4. Z I I M M N I E = _____

5. T T L I E N U D = _____

6. E M D I A = _____

Q5. Complete the following spellings:-   **(9)**

1. D _ C _ M _ N _ S   2. S _ A P _

3. P _ C _ U R _   4. D _ A _ G I _ G

5. W _ N _ O W   6. K _ Y B_ A _ _

7. M_ _ S _   8. A I R _ _ _ T_

9. P _ SSW_ _D

Q6. Name the following :-   **(6)**

1. Where do we fix the tail of the mouse?

Ans. _____

2. What is the another name of paint software?

Ans. _____

3. What do we call pressing a mouse button gently?

Ans. _____

4. The wheel on mouse between left and right button?
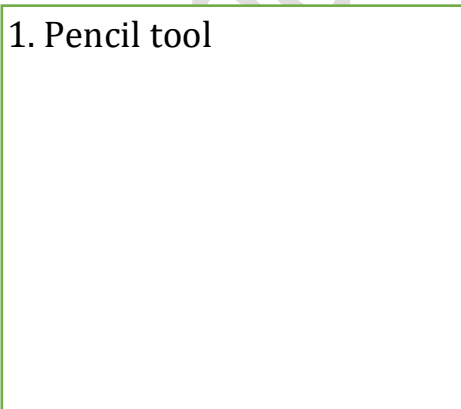
Ans. _____

5. Files are grouped in.

Ans. _____

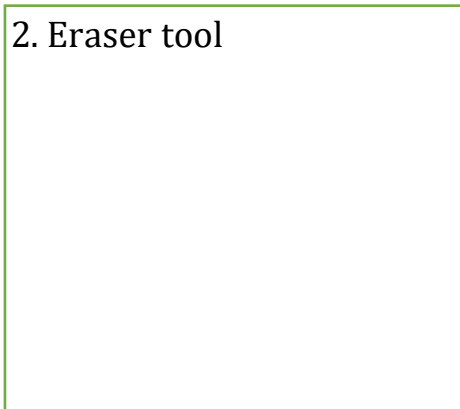6. Each document in the form of text, picture or music is called.

Ans. _____

Q7. Draw the pictures of the tools given below: **(4)**

1. Pencil tool	2. Eraser tool

Q8. Answer these questions in short :- (8)

1. What is a click?

Ans._____

_____

2. What is maximise button?

_____

_____

3. Why do we give name to our file?

Ans._____

_____

4. Write the name of any four places where we use computer.

Ans._____

5. Which is the main storage device?

Ans._____

7. Name the devices used to store computer data?

Ans._____

7. Which storage device is small in size?

Ans._____

8. Write any two features of computer.

Ans._____

Q9. Match the following with the correct answers. (6)

(students will Match pictures with their correct names)

Q10. Write full forms. (4)

1. DVD-
2. RAM-
3. CPU-
4. CD-

Q11. Answer these questions :- **(12)**

1. What is dragging?

Ans. _____

_____

_____

_____

2. Write the steps of saving a file?

Ans. _____

_____

_____

_____

3. What is specifying a path?

Ans. _____

_____

_____

_____

4. What is a file?

Ans . _____

_____

_____

_____

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