FOR GOD AND COUNTRY

Sub : COMPUTER SCIENCE   Class : 4 A, B, C   F.M. : 60

Duration : 1hr 30min   Date : 16-11-19

Roll No :

Section – A

1. Tick (✔) the correct option.   (1x5=5)

(a). The shortcut key to add a new slide is _____.

    i) Ctrl + A   ii) Ctrl + S   iii) Ctrl + M   (iv) Ctrl + N

(b). Moving a folder means:

    i) Duplicating   ii) Removing   iii) Shifting   (iv) None of these

(c). Which command button reloads the webpage you have currently visited?

    i) Home   ii) Stop   iii) Refresh   (iv) Forward

(d). By default, Undo and Redo commands are located on:

    i) Quick Access Toolbar   ii) Page Layout tab   iii) Home tab   iv) View tab

(e). This is present on the right side of the Taskbar.

    i) Start button   ii) System Tray   iii) Task bar   iv) None of these

2. Fill in the blanks :-   (1x5=5)

(a). _____ are images that appear in the background on the Desktop, behind the icons.

(b). You can also design your own _____ saver.

(c). The Mail button of Internet Explorer allows you to send, receive and view _____.

(d). You can choose different options of file management by _____ on the file or folder.

(e). _____ tab displays the text in the presentation.

3. Tick (✔) the correct statements and cross (x) out the incorrect ones:-   (1x5=5)

(a). You can close a presentation by pressing Ctrl + W.

(b). When you copy and paste a file, the original file is lost.

(c). You can apply Undo only once.

(d). The internet is a network of computers, spread over a city only.

(e). The Control panel offers four different views.

Section – B

4. Answer the following questions :-   (15)

(a). What is the System Tray?   (3)

(b). What is the difference between Left – Aligned and Right – Aligned text?   (3)

(c). What is a placeholder?   (3)

(d). What is a slide?   (3)

(e). What is the difference between a file and a folder?   (3)

5. Match the following :-   (1x5=5)

(1). System clock   a. Ctrl + S

(2). Redo   b. Recycle bin

(3). Firefox   c. Ctrl + Y

(4). Deleted file   d. System tray

(5). Save a presentation   e. Web browser

Section – C

6. Answer the following questions :-   **(25)**

(a). Define the following: (5)

  i. Webpage   ii. Website   iii. Hyperlink   iv. WWW   v. Web browser

(b). What is MS Power Point?   (5)

(c). What is the Control Panel? Name the different views of the Control Panel.   (5)

(d). What are icons? Describe three common icons on the desktop?   (5)

(e). Write any five features of Windows 7.   (5)

ST. LAWRENCE HIGH SCHOOL
A JESUIT CHRISTIAN MINORITY INSTITUTION
3rd Term Test – 2019

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MODEL ANSWER

Section – A

1. Tick (✔) the correct option.   (1x5=5)

(a). The shortcut key to add a new slide is _____.

   i) Ctrl + A   ii) Ctrl + S   iii) Ctrl + M ✔   (iv) Ctrl + N

(b). Moving a folder means:

   i) Duplicating   ii) Removing   iii) Shifting✔   (iv) None of these

(c). Which command button reloads the webpage you have currently visited?

   i) Home   ii) Stop   iii) Refresh✔   (iv) Forward

(d). By default, Undo and Redo commands are located on:

   i) Quick Access Toolbar ✔   ii) Page Layout tab   iii) Home tab   iv) View tab

(e). This is present on the right side of the Taskbar.

   i) Start button   ii) System Tray✔   iii) Task bar   iv) None of these

2. Fill in the blanks :-   (1x5=5)

(a). _Wallpapers_ are images that appear in the background on the Desktop, behind the icons.

(b). You can also design your own _screen_ saver.

(c). The Mail button of Internet Explorer allows you to send, receive and view _e-mails_.

(d). You can choose different options of file management by _right-clicking_ on the file or folder.

(e). _Outline_ tab displays the text in the presentation.

3. Tick (✔) the correct statements and cross (x) out the incorrect ones:-   (1x5=5)

(a). You can close a presentation by pressing Ctrl + W. ✔

(b). When you copy and paste a file, the original file is lost. x

(c). You can apply Undo only once. x

(d). The internet is a network of computers, spread over a city only. x

(e). The Control panel offers four different views. x

Section – B

4. Answer the following questions :-   (15)

(a). What is the System Tray?   (3)

Ans: The System Tray is a section of the taskbar. It is located on the right side of the task bar. It contains icons for battery, internet connectivity, Bluetooth, speaker etc.

(b). What is the difference between Left – Aligned and Right – Aligned text? (3)

Ans: Left – Aligned text - Each line of text begins with no space from the left margin.

Right – Aligned text - Each line of text ends with no space from the right margin.

(c). What is a placeholder? (3)

Ans: A place holder is a container found within the slide layout. It may contain pictures, text, audio as well as video files.

(d). What is a slide? (3)

Ans: A presentation is a sequential display of data on various number of pages called slides.

(e). What is the difference between a file and a folder? (3)

Ans: Any information on the computer can be saved as a file.

A folder is a place where we can store files or other folders.

5. Match the following :- (1x5=5)

(1). System clock   a. Ctrl + S (5)

(2). Redo   b. Recycle bin (4)

(3). Firefox   c. Ctrl + Y (2)

(4). Deleted file   d. System tray (1)

(5). Save a presentation   e. Web browser (3)

Section – C

6. Answer the following questions :- (25)

(a). Define the following: (5)

  i. Webpage – Any page on the internet is called a webpage.

  ii. Website – A collection of web pages make a website.

  iii. Hyperlink – A hyperlink is used is a link used to go to specific pages within a website or different websites.

  iv. WWW – WWW or World Wide Web is the total sum of all websites on the internet spun together like the web of a spider.

  v. Web browser – A web browser is a software used to access various websites and web pages.

(b). What is MS Power Point? (5)

Ans: MS PowerPoint is a presentation software that belongs to the Microsoft Office suite. It is used to present idea with the help of audio and visual aids. It is therefore a Presentation Graphics Software in which you can create presentations using text, pictures, drawings, and sound.

(c). What is the Control Panel? Name the different views of the Control Panel. (5)

Ans: Control Panel is a component of Windows with which we can view and change its various

functions. The three views of the Control Panel are: Category view, Small icons view, and Large icons view.

(d). What are icons? Describe three common icons on the desktop? (5)

Ans: Icons are small pictures on the desktop that represent various programs. We can open a program by double clicking on its icon.

(e). Write any five features of Windows 7. (5)

Ans: 1. It is a Graphical User Interface
       2. It is highly user friendly
       3. It supports multitasking
       4. It has a brand new look
       5. It supports high definition games.