CLASS – 6   **Half yearly assignment 20-21**   **Sub: Computer**

Q.1 Tick(√) the correct answers.

1. Which of the following is known as the brain of a computer?

   a. Monitor   b. CPU   c. keyboard   d. mouse

2. Which of the following is the most powerful in terms of processing, speed and memory?

   a. Minicomputers   b. Microcomputers   c. Supercomputers   d. None of these

3. Which of the following is a high speed memory present between the CPU and the main memory?

   a. RAM   b. ROM   c. secondary memory   d. cache memory

4. Which of the following is used to play audio and video files?

   a. Windows Scan   b. Sound Recorder   c. Windows Media Player   d. Screen saver

5. Which of the following is used to record sound?

   a. Windows Scan   b. Sound Recorder   c. Windows Media Player   d. Libraries

6. Which of the following is a ready-made picture that can be used directly in a document?

   a. Word Art   b. Clip Art   c. Symbol   d. Table

7. Which feature will you insert to insert © ?

   a. Shapes   b. symbol   c. WordArt   d. Clip Art

8. Which tab contains the option to print a document?

   a. Insert   b. File   c. Page Layout   d. Home

9. Which of these is not a type of page orientation?

   a. portrait   b. landscape   c. hanging   d. none of these

10. Which of the following can be used to change the vertical space between two adjacent lines of a paragraph?

    a. line spacing   b. paragraph spacing   c. indentation   d. header

11. Which of these describes the distance of a line or paragraph from the margin?

    a. Indent   b. line spacing   c. paragraph spacing   d. footer

12. Which of the extension a workbook is saved with?

    a. .xlsx   b. .xsxl   c. .xslx   d. .xlxs

13. What is A6?

    a. row number   b. <u>cell address</u>   c. column number   d. none of these

14. Which of the following displays the contents of an active cell?

    a. Title bar   b. work area   <u>c. Formula bar</u>   d. Name Box

15. Which of the following is not a part of an Excel worksheet?

    a. Name Box   b. row headings   <u>c. Stage</u>   d. Sheet tabs

16. Which of the following unit manages and controls the activities of all other units in the

    CPU?

    a. CPU   b. ALU   <u>c. CU</u>   d. ALL of these

17. Which of the following devices is much like a printer and is used to produce high

    quality drawings?

    <u>a. plotter</u>   b. LCD   c. Hard disk   d. cpu

18. Which of the following devices captures and stores photographs on a memory card?

    a. OMR   b. MICR   <u>c. Digital camera</u>   d. mouse

19. Which of the following is the highlighted cell in which data is entered?

    <u>a. active cell</u>   b. spreadsheet   c. cell address   d. none of these

20. Which of the following operators is used for calculations in Excel?

    a. +   b . *   c. -   <u>d. All of these</u>

21. Which of the following is used to insert text or image that appears in the top margin of

    a page?

    a. indent   b. page margin   <u>c. header</u>   d. footer

22. Which of the following is used to insert a column on the left of the selected cell?

    a. insert above   b. insert below   <u>c. insert left</u>   d. insert right

23. Which of the following allows you quick access to recently opened files , folders or websites.?

   a. Shake   b. Jump List   c. Libraries   d. none of these

24. Which of the following is used to scan documents and pictures?

   a. Windows Scan   b. Sound Recorder   c. Media Player   d. none of these

25. Which of the following manages files that are located in multiple locations in a computer?

   a. Shake   b. Jump List   c. Libraries   d. none of these

Q.2   Fill in the blanks.

1. A dot-matrix printer is an example of a Impact printer printer.

2. WordArt feature adds special effects to selected text in a document.

3. Storage is the fourth operation performed by a computer system

4. The Control Unit(CU) of the processor helps in communication between the memory and the ALU.

5. RAM consists of Memory chips

6. You can use the Insert tab to add objects to your document.

7. Microsoft Excel is an example of a spreadsheet program

8. A workbook consists of worksheets.

9. The active cell has a thick black border outline

10. The name box displays the cell address of an active cell.

Q.3   Write T for true or F for false.

1. You can crop a picture after inserting it in a document. – T

2. You cannot delete an entire table. – F

3. You cannot change the font size of a symbol. – F

4. You cannot add text into a shape inserted in a document. – F

5. You cannot insert a table of more than 10 columns. – F

6. The libraries feature manages files that are located in a single location in your computer. F

7. A CD gets automatically ejected from the CD/DVD drive when the burn is complete. T

8. You can create a new library. T

9. A Jump List provides quick access to recently opened files or websites. T

10. The Shake windows feature makes it quick and easy to view documents side by side. F

11. Line spacing is the vertical space before and after a paragraph. F

12. There are three options for page orientation. F

13. By default, left indentation is set at 0.50. F

14. First line indent sets the starting point of the first line of a paragraph. T

Q.4 Write each device under the appropriate category.(Any Five)

Keyboard,   Memory card,   DVD,   Barcode reader,   Monitor,   Speaker

Input Devices   – 1. Keyboard   2. Barcode reader
Output Devices   – 1. Monitor   2. Speaker
Storage Devices – 1. Memory card   2. DVD

Q.5 Match the columns.

1.	Row heading	a.	Letter and number both
2.	Column heading	b.	Number
3.	Cell address	c.	Letter

4.	Active cell	d.	Blank workbook
5.	File tab	e.	Cell pointer

Ans.   1 – **b**   2 – **c**   3 – **a**   4 – **e**   5 – **d**