



पुर्णमा International School

Shree Swaminarayan Gurukul, Zundal

CLASS- IV

SUPER COMPUTER

AUGUST-SEPTEMBER MONTH

SPECIMEN COPY 2021-22

INDEX

<u>SR NO.</u>	<u>SUBJECT</u>	<u>PAGES</u>
1.	AUGUST MONTH (REVISION) CH- 1 TO 5	-
2.	SEPTEMBER MONTH (REVISION) CH- 1 TO 5	-

A. Tick (✓) the correct answers: -

1. A joystick is

- a. an input device b. an output device c. a processing device d. none

2. This is used to shut down a computer

- a. Taskbar b. Start menu c. Notification area d. Recycle bin

3. To select a paragraph, you need to

- a. click on the paragraph b. double-click on the paragraph
c. triple-click on the paragraph d. triple-click on the selection bar

4. Each letter, number or symbol used in a text document is a

- a. Character b. Font c. Type d. All of these

5. Which one of the following is a text effect?

- a. font b. character c. font size d. shadow

B. Match the columns: -

1. Touchpad

a. Maps

2. Plotter

b. Quick Launch icons

3. Taskbar

c. Input Device

4. Selection bar

d. Quick Access toolbar

5. Undo command

e. Font

6. Times New Roman

f. Space to the left of the text

C. Fill in the blanks: -

1. An _____ device shows the results of the data that has been processed.

2. A _____ printer uses a print head to print.

3. The Recycle Bin acts as a _____ for a computer.

4. You can select text with a mouse or a _____ .

5. MS Word has the Text _____ Color for highlighting text in a document.

D. Correct the statements: -

1. A joystick is used to draw with a pen.
2. Once a file is deleted from the recycle bin, it can be recovered.
3. CTRL + X is the shortcut of the Paste command.
4. The mouse pointer changes from an arrow to an I-beam when moved to space at the left.
5. Changing the appearance of text is called editing.

➤ **Name the command for the following:-**

Commands

Shortcut

1. Copy Command -
2. Cut Command -
3. Paste Command -
4. Undo Command -
5. Redo Command -

E. Name the following: -

- Q1. When you move a finger along this, the mouse pointer moves on the screen.
- Q2. It is used to go to the programs, folders and settings on your computer.
- Q3. It is long bar present at the bottom of the desktop.
- Q4. In this mode the text you type replaces the existing text.
- Q5. This option aligns text to both the left and right edges of a page.

F. Answer in one word: -

Q1. Give two examples of printer.

Q2. What do you mean by loading of operating system?

Q3. What is the shortcut key to select the entire document?

Q4. To Overtyping text, you have to turn on which mode?

Q5. What is used when you have to mark important points on a page?

G. Answer these questions: -

Q1. What is the use of a scanner?

Q2. Where will you find the taskbar?

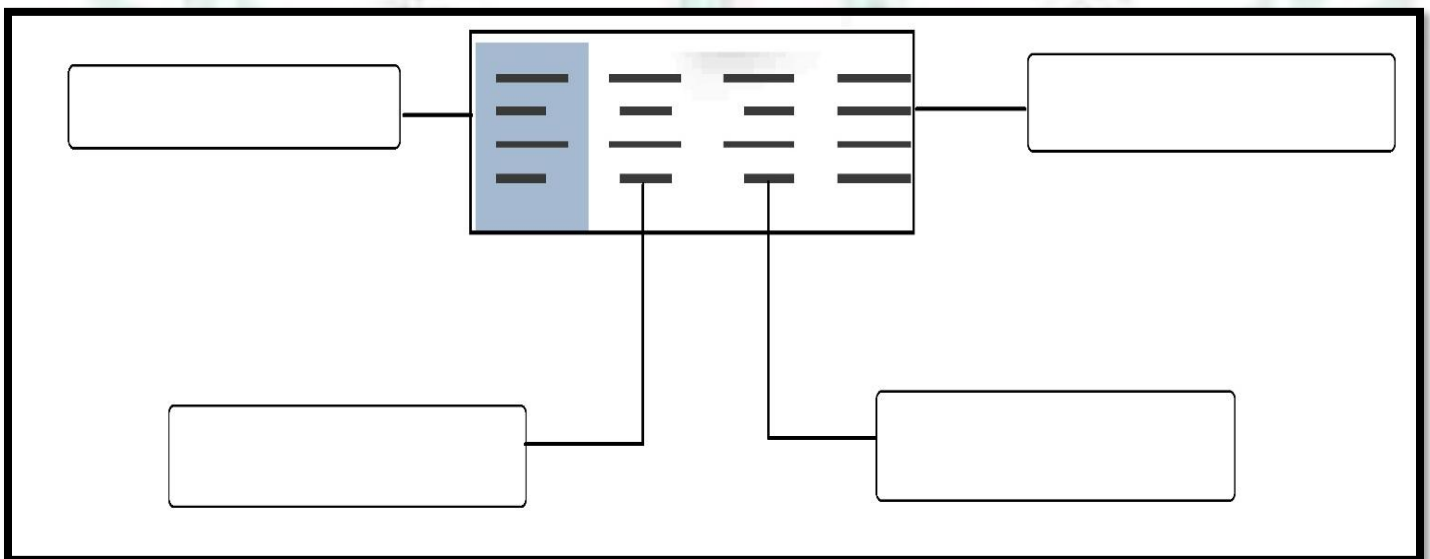
Q3. Write the steps to delete a file?

Q4. How will you select a entire document?

Q5. What will you do to align text to the left of a page?

H. Label the alignments on the given picture: -

Centre alignment, Right alignment, Justify alignment, Left alignment



➤ Identify Windows 7 desktop icons and put them in their correct places:-

Windows 7 desktop

Start Button Date & Time Desktop Icon Taskbar Start Menu
Mouse pointer Notification Area Icon Desktop

