



पुर्णा International School

Shree Swaminarayan Gurukul, Zundal

CLASS - V

COMPUTER

SPECIMAN COPY

YEAR [2022-23]



INDEX

SR. NO	SUBJECT	PAGES
1	Ch-1 Generation of computers {June}	Pg.no-7
2	Ch-2 Computer Software {June}	Pg.no-15
3	Ch-3 Managing Windows, Files and Folders {June}	Pg.no -25
WORKSHEET - 1		

Ch -1

Generations of computers

➤ Keywords

- **Vacuum tube:** A device that was use in the first generation computers to amplify electronic signals.
- **Punched Cards:** A piece of stiff paper that was used to contain digital information in the first generation computers.
- **Machine language:** A programming language that a computer understands directly.
- **Transistor:** A device that was used in the second generation computers to amplify electronic signals
- **Integrated circuit:** A device that was use in place of transistors in the third generation computers.
- **High-level language:** A programming language that is much closer to human language.
- **Microprocessor:** A device that was use in place of transistors in the fourth generation computers.
- **Artificial intelligence:** A technology that enables a machine to think take decision like human beings.

EXERCISE CORNER

A. Choose the correct option.

1. Vacuum tubes were signals used to:
a) Amplify the signals b) to input data c) to output data
2. Which one is an example of the first-generation computer?
a) ENIAC b) UNIVAC c) IBM 360
3. Which of the following were used to input the data in the third-generation computers?
a) Chips b) punched cards c) keyboards
4. Transistors were used to:
a) First generation computers
b) Second generation computers
c) Third generation computers
5. In which generation of computers were integrated circuits used?
a) Fifth generation b) Fourth generation c) Third generation

B. Fill in the blanks.

Heat FORTAN artificial intelligence large room LSI VLSI

5. Write any two characteristics of fourth generation computers.

Ans:-i. GUI based OS were used ii. High-level languages were used.

F. Long answer questions.

1. What do you understand by the ‘generation’?

Ans:-The term generation refers to a step in technology. In other words, generation provides a framework for computer industry to distinguish between various technologies.

2. Describe any four characteristics of third generation computers.

Ans:-The third generation computers were smaller in size, reliable, efficient, less expensive, and faster than previous generations

3. What is AI?

Ans:-AI (Artificial Intelligence) is a technology that enables a machine to think and take decisions like human beings.

4. Distinguish between first generation and second generation computers.

Ans:

Generation	Circuitry	Language	Example
First	Vacuum tubes	Machine Language	UNIVAC,
Second	Transistors	Assembly and some high level languages such as FORTRAN, COBOL, etc.	IBM 1620, IBM 7094 IBM 701

CH -2

COMPUTER SOFTWARE

➤ Keywords: -

- **Software:** Sets of instructions that govern the operation of computers can make the hardware run.
- **Hardware:** All the physical components of a computer system.
- **System software:** Software that controls the overall internal operations of a computer.
- **Operating system:** A system software that acts as an interface between the user and the computer hardware.
- **Utility:** Software responsible for the smooth functioning of a computer system.
- **Application software:** A software that fulfils user needs to perform specific tasks.

EXERCISE CORNER

A. Choose the correct option.

1. G.S. InfoTech is an educational company. It uses a computerized attendance system.

Which type of software is it?

- a) **General-purpose software** b) System software c) Tailor-made software

2. Which of the following is not a version of windows?

- a) Windows 10 b) **Kit Kat** c) Windows 8

3. Which of the following is not an operating system?

- a) Windows b) Android c) **CS6**

4. Which of the following is not general-purpose application software?

- a) Excel b) Word c) **Payroll system**

5. Which of the following utility scans for computer viruses and cleans them?

- a) Disk defragmenter b) disk cleanup c) **Antivirus**

B. Fill in the blanks.

Tailor-made operating system software software suite utility






1. Computer is able to do nothing until it is instructed by the software.
2. A utility software help in smooth functioning of computer system.
3. A collection of related software that are bundled and sold together is called a software suite.
4. A customized software is also called tailor-made software.
5. A/An operating system acts an interface between the user and the computer hardware.

C. State 'True' or 'False': -

1. General-purpose application software are developed for the mass market **True**
2. System software is not necessary for computer system. **False**
3. Application software are installed on the computer as per the user requirement. **True**
4. Utilities improve the functionality of a computer system. **True**
5. MS Office is a software suite. **True**

D. Match the columns.

Column A

1. 
2. 
3. 
4. 
5. 

Column B

- a. Word processing software
- b. Multimedia software
- c. Spreadsheet software
- d. Presentation software
- e. Graphics software

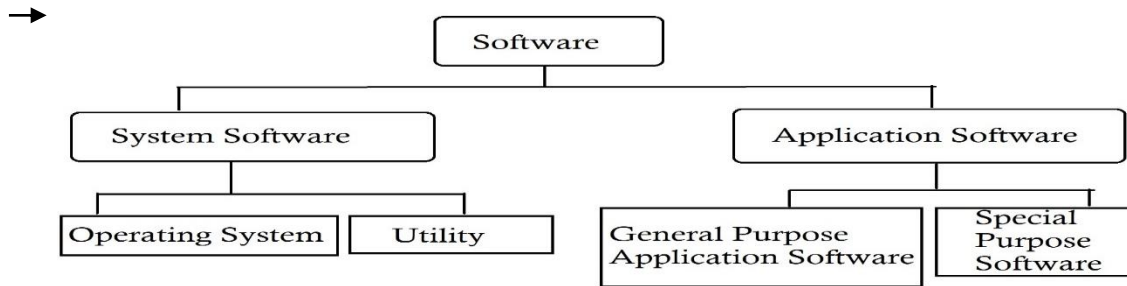
- | |
|---|
| 5 |
| 4 |
| 1 |
| 2 |
| 3 |

E. Short answers questions:

1. What is software?

→ **The set of instructions that govern the operations of a computer system and make the hardware perform is called a software.**

2. Draw software hierarchy to represent different types of software.



3. Give any two examples of system software.

→ **a. Operating System** **b. Utility Software**

4. Name any two desktop operating systems.

→ **a. Windows** **b. Linux**

5. Write names for any four-application software.

→ **a. MS Office** **b. Adobe Photoshop** **c. Windows Media Player** **d. MS Paint**

F. Long answer questions.

1. Why is system software required?

→ **System software controls overall internal operations of a computer system. In general, it provides a platform for running application software. It manages all the hardware components those are attached to the computer system.**

2. What is a software suite? Give any two examples of software suites.

→ **A collection of related software or packages that are bundled and sold together is called a software suite.**

Examples: 1. MS Office and Open Office 2. CS6

3. What is an operating system?

→ **An operating system is the first program that gets loaded into computer's memory when a computer starts. It acts as an interface between the user and the hardware.**

4. Describe the term application software.

→ **Application software is a set of programs written by the programmers in order to perform specific types of tasks on computer such as creating a document or presentation, doing calculations, preparing medical reports, booking tickets etc.**

5. Distinguish between system software and application software.

→

System Software	Application Software
System software controls overall internal operations of a computer system.	Application software is a set of programs written by the programmers in order to perform specific types of tasks on computer
Example: Operating system, utility software	Example: MS Office, Desktop Publishing software

6. Distinguish between general-purpose and tailor-made software.

→

General Purpose	Software Tailor-made Software
General purpose software is designed to fulfill the general needs of people.	Tailor-made software is designed to fulfill the specific needs of any user or organization.
Example: MS Word, MS Excel	Example: Tally

7. What is utility software?

→ **Utility software is a type of system software. It performs specific tasks related to managing a computer, its device or its programs. A few tasks are take backups, ecover data, and avoid virus attacks. Utilities also help to ensure smooth functioning of a computer system.**

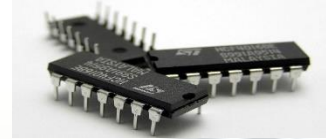
BRAIN TEASER

➤ The following are different software categories. Write two software names for each.

1. Word processing software **Microsoft Word, Microsoft WordPad**
2. Desktop publishing software **CorelDraw, Page maker**
3. Operating system **Windows, Linux**
4. Utility **Antivirus, Disk Cleaner**
5. Multimedia software **Flash, Windows Media Player**

WORKSHEET - 1

A. Identify the following electronic components. Also, write the generation in which they were used.



Component:

1. Vacuum Tubes
2. Transistors
3. Integrate Circuits

Generation:

1. First
2. Second
3. Third

B. Write names of any four operating systems.

1. Apple macOS
2. Microsoft Windows
3. Google's Android OS
4. Linux Operating System

C. Write names of any four-application software?

1. MS Paint
2. Microsoft Office
3. Coreldraw
4. Windows Media Player

D. Give names of any two tailors-made software?

1. Tally
2. Payroll

E. Give names of any two processing applications?

1. Microsoft Wordpad
2. Microsoft Word

F. Distinguish between system software an application software?

SYSTEM SOFTWARE	APPLICATION SOFTWARE
1. System software controls overall Internal operations of a computer System.	1. Application software is a set of programmers in order to perform specific types of Tasks on computer.
Examples: Operating system, Utility software	Examples: MSOffice, Desktop Publishing Software

CH-8

MANAGING WINDOWS, FILES AND FOLDERS

Keywords:

1. **Windows**: An operating system developed by Microsoft.
2. **Window**: A rectangular box in which a file, folder or application is displayed.
3. **Task view**: A viewing mode that shows multiple opened windows and allows to switch among them quickly and easily.
4. **File explorer**: A tool of Windows operating system that allows you to create and manage files and folders.

EXERCISE

A. Tick the correct answers:

1. A separate viewing area on the computer that displays its contents is called:

- a. Windows b. Window c. Desktop

2. Which of the following enlarges a window up to its standard size?

- a. Maximize b. Enlarge c. Minimize

3. Cascading windows are also called:

- a. Overlaid windows b. Overlap windows c. Overflow windows

4. To open the file explorer, click _____

- a. Start → Windows System → File Explorer
- b. File Explorer → Start
- c. Start → All apps → File Explorer

5. Which of the following can hold files, application and subfolders?

- a. File b. Application c. Folder

B. Fill in the blanks:

Subfolder	ALT+ F4	F2	file	Recycle
-----------	---------	----	------	---------

1. A **file** is an object that contains information in it.
2. The **recyclebin** holds deleted files and folders.
3. The **F2** is a keyboard shortcut to rename a file.
4. A folder within a folder is called a **subfolder**.
5. The **Alt + F4** is a keyboard shortcut to close a window.

C. State 'True' or 'False'.

1. The permanently deleted files cannot be recovered. **True**
2. The 'Move to' option allows you to move selected files or folders. **True**
3. A folder can contain only two subfolders and files. **False**
4. A file must have an extension. **True**
5. On pressing shift key, you can select adjacent folders. **True**

D. Match the columns:

Column A

Column B

- | | | |
|--------------------|---|-----|
| 1. CTRL + Shift +N | a. To cut an item | (5) |
| 2. Shift + Delete | b. To copy an item | (4) |
| 3. Alt+ F4 | c. To create a new folder | (1) |
| 4. CTRL+C | d. To delete selected items permanently | (2) |
| 5. CTRL + X | e. To close the current window | (3) |

E. Short answer questions.

1. What is a window?

→ **A separate viewing area that displays its contents.**

2. What are the window control buttons?

→ Maximize, Minimize, Close.

3. What is a file or folder?

→ File: A file is an item that contains information in it.

Folder: A folder is a virtual location or storage for files, applications and other folders.

4. How do you cascade windows?

→ Right-click the taskbar --> A context menu will appear --> Click cascade windows option --> Your window will be cascaded.

5. What would you do to view the desktop completely, if multiple windows are opened?

→ Right-click taskbar --> Click show the desktop

6. How do you rename a file?

→ Open file explorer locate your file --> select Home tab --> Click Rename options

F. Long answer questions:

1. Describe the File Explorer. How do you create a folder using the File Explorer?

Write steps.

→ File Explorer --It is a tool that allows you to create and manage files and folders on computer.

Steps to create a file using File Explorer:

- a. Open the file explorer and click on drive or folder where you want to create a new file.
- b. Select Home tab.
- c. Click drop down arrow of New Item option.
- d. Select an application whose file is to be created.
- e. Type in new name for created file.

2. What is Recycle bin? How do you move files or folders to the recycle bin?

→ Recycle Bin is a folder or directory where deleted items are temporarily stored. Items placed in the recycle bin can be recovered from there. If files or folder are deleted from Recycle Bin, then these cannot be recovered.

Steps to move files or folder in Recycle Bin:

1. Select the unwanted file in explorer window.
2. Click the delete option in Home tab.

3. Write the steps to move a folder from D: drive to E: drive.

→Steps to move a folder from D-drive to E-drive:

1. Open file explorer.
2. Locate and select folder which you want to move from D drive.
3. Click the 'Move to' option in Home tab.
4. Click on choose location option from the drop-down menu.
5. 'Move Items' dialog box appears. Choose a new location where selected items are to be moved.
6. Click Move button. The selected files or folder will be moved.

BRAIN TEASER

➤ Write the options to perform the following tasks using the File Explorer:-

1. Create a new folder: click Home → New
2. Move a selected folder: click Home → Move to
3. Copy a folder: click Home → Copy to
4. Delete a folder: click Home → Delete
5. Rename a folder: click Home → Rename