



## SUMMATIVE ASSIGNMENT – 1 [2021-22]

Grade – 6

Sub- COMPUTER


Syllabus – Ch- 1, 2, 3, 4, 5 (From Textbook)

### Q 1) Choose the correct options in the following questions:-





- 1) Which of the following is known as the brain of a computer?  
a. monitor                      b. CPU                      c. keyboard                      d. mouse
- 2) Which part of the CPU is responsible for doing arithmetic operation?  
a. ALU                      b. CU                      c. memory                      d. both ALU and CU
- 3) Which of the following is an example secondary storage?  
a. RAM                      b. ROM                      c. hard disk                      d. cache memory
- 4) 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
- 5) 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
- 6) Which of the following is not a feature of Windows 7?  
a. Jump lists                      b. Stacking                      c. Libraries                      d. MS Word
- 7) 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
- 8) Which of the following is used to record sound?  
a. Windows Scan                      b. Sound recorder                      c. Windows media player                      d. Libraries
- 9) Which tool is used to remove the unwanted part of a picture?  
a. Crop tool                      b. Resize tool                      c. Rotate tool                      d. Delete tool
- 10) Which of the following is a ready-made picture that can be used directly in a document.  
a. WordArt                      b. Clip Art                      c. Symbol                      d. Table


- 11) Which tab will you use to change the color of a WordArt style?  
a. File tab                      b. Home tab                      c. Insert tab                      d. **Format tab**
- 12) Which feature will you insert to insert this ( $\pi$ )?  
a. Shape                      b. **Symbol**                      c. WordArt                      d. Clip Art
- 13) 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
- 14) Which of these describes the distance of a line or paragraph from the margin?  
a. **Indent**                      b. Line spacing                      c. Paragraph spacing                      d. Footer
- 15) Which of the following is used to set the starting points of all lines in a paragraph?  
a. **Left indent**                      b. right indent                      c. first line indent                      d. hanging indent
- 16) Which of these is not a type of page orientation?  
a. Portrait                      b. landscape                      c. **hanging**                      d. none of these
- 17) Which tab contains the option to print a document?  
a. insert                      b. **file**                      c. page layout                      d. home
- 18) Which of the following is not a part of an Excel worksheet?  
a. Name Box                      b. row headings                      c. **Stage**                      d. Sheet tabs
- 19) What is A6?  
a. row number                      b. **cell address**                      c. column number                      d. none of these
- 20) Which of the following displays the contents of an active cell?  
a. Title bar                      b. **Work area**                      c. Formula Bar                      d. Name Box
- 21) Which of the extension a workbook is saved with?  
a. **.xlsx**                      b. .xlsxl                      c. .xslx                      d. .xlxs
- 22) Which of the following is a permanent memory system?  
a. **ROM**                      b. CPU                      c. RAM                      d. cache
- 23) Which feature is used to give special effects to the text?  
a. **WordArt**                      b. shape                      c. Clip Art                      d. symbol
- 24) Which of the following displays the cell address of an active cell in a worksheet?  
a. Task bar                      b. **Name Box**                      c. Formula Bar                      d. File tab

**Q 2) True or False:-**

1. Primary memory can hold a large amount of data. ( F )
2. MICR is commonly used in banks. ( T )
3. Cache memory is a permanent memory. ( F )
4. Control units gets data and instructions from the memory. ( T )
5. The Libraries manages files that are located in a single location in your computer. ( F )
6. You can create a new library. ( T )
7. A jump list provides quick access to recently opened files or websites. ( F )
8. The Shake windows feature makes it quick and easy to view documents side by side. ( F )
9. A CD gets automatically ejected from the CD/DVD drive when the burn is complete.. ( F )
10. You can crop a picture after inserting it in a document. ( T )
11. You cannot add text into a shape inserted in a document. ( F )
12. You cannot insert a table of more than 10 columns ( F )
13. To select the entire table, click on  ( T )
14. You cannot delete an entire table ( F )
15. The formula bar displays the contents of the active cell. ( T )
16. Line spacing is the vertical space before and after a paragraph. ( F )
17. First line indent sets the starting point of the first line of a paragraph. ( T )
18. By default, left indentation is set at 0.50. ( F )
19. There are three options for page orientation. ( F )
20. First line indent sets the starting point of the first line of a paragraph. ( T )

**Q.3) Match the following: -**

- |  |                                  |      |
|--|----------------------------------|------|
| 1.  | Supercomputer                    | (12) |
| 2. Stacking  | Word art                         | (8)  |
| 3. Jump list   | Table                            | (1)  |
| 4. Name box  | Symbol                           | (5)  |
| 5.  | Group of vertical lines and bars | (9)  |
| 6.  | Video player                     | (11) |
| 7. Table   | Manages multiple open windows    | (2)  |
| 8.  | Microphone                       | (10) |

- |   |   |     |
|---|---|-----|
| 9. Barcode Reader   | list of recently opened items               | (3) |
| 10. Input devices   | Line spacing                                | (6) |
| 11.  | Displays the cell address of an active cell | (4) |
| 12. Cray- 1   | Group of rows and columns                   | (7) |

**Q.4) Expand the following: -**

1. MICR- **Magnetic Ink Character Reader**
2. CU- **Control Unit**
3. ALU- **Arithmetic Logical Unit**
4. RAM- **Random Access Memory**
5. ROM- **Read Only Memory**
6. LCD- **Liquefied Crystal Display**
7. CD- **Compact Disc**
8. CPU- **Control Processing Unit**
9. DVD- **Digital versatile disc**
10. USB- **Universal Serial Bus**

**Q.5) Answer in the following in short: -**

1. What is Jump list?  
→ **A jump list is a list of recently opened items.**
2. What is stacking?  
→ **The stacking feature is used to manage multiple windows that are open.**
3. What is this new feature that windows 7 has?  
→ **Libraries**
4. What are the two examples of minicomputer?  
→ **The IBM system and z10**
5. What are the two types of Primary Memory?  
→ **RAM and ROM**
6. What is the work of ALU in the working of a CPU?  
→ **It does all types of Arithmetic Operations.**

7. What does digital camera captures and stores?

→ **Photograph**

8. What is the storage capacity of a Hard disk?

→ **3 TB**

9. Where is Cache memory located?

→ **It is located between CPU and the Main Memory.**

10. Which option is used to insert text inside a shape?

→ **Add text**

11. Which program is used to record audio?

→ **Sound Recorder**

12. What are cells?

→ **A table consist of rows and columns that intersect to form cell.**

13. What is Line Spacing?

→ **It is the vertical space between two adjacent lines of a paragraph.**

14. Why do you apply border to a page?

→ **You apply border to a page because border makes them look attractive.**

15. What is the use of Name box in Excel?

→ **Name Box displays the cell address of an attractive cell.**

16. What is the meaning of spreadsheet?

→ **The table of data arranged in rows and columns is called spreadsheet.**

17. What do you mean by burning a CD?

→ **Burning a CD means writing data onto a CD.**

18. Where are MICR used commonly?

→ **They are commonly used in Banks.**





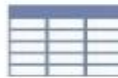

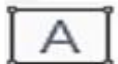
19. What is the use of printer?

→ **A printer is used to print text or images on a sheet of paper.**

20. Which two types of data you can enter into an excel worksheet?

→ **Text and Numbers.**

**Q.6) Identify the icons and write why they are used: -**

<u>ICONS</u>	<u>NAME</u>	<u>USES</u>
1. 	<u>Clip Art,</u>	<u>Ready- made picture used in document</u>
2. 	<u>Word Art,</u>	<u>Used to add special effects in document</u>
3. 	<u>Shapes Tool,</u>	<u>It is used to add shapes in document</u>
4. 	<u>Symbol Tool,</u>	<u>It is used to add symbols</u>
5. 	<u>Tables Tool,</u>	<u>It is used to present number and text</u>
6. 	<u>Picture tool,</u>	<u>It is use to insert any picture in document</u>
7. 	<u>Text Tool,</u>	<u>Used to add text in document</u>

**Q.7) Label the indents: -**

FIRST LINE INDENT	→	Dr APJ Abdul Kalam was a great scientist. He was born to poor parents in Rameswaram, Tamil Nadu. Braving hardships and earning scholarships, Dr Kalam studied hard and become a scientist.
LEFT INDENT	→	Dr Kalam and his team designed India's first rocket SLV-3 that launched a satellite to orbit the Earth. He played a major role in developing missiles such as the Prithvi and the Agni in India. He was awarded the Bharat Ratna in 1997.
HANGING INDENT	→	Dr Kalam was elected President of India in 2002. He used to encourage and inspire students and teachers across India. He was very popular among people for his simple-heartedness and was fondly called the 'People's President'.
RIGHT INDENT	→	Dr Kalam and his team designed India's first rocket SLV-3 that launched a satellite to orbit the Earth. He played a major role in developing missiles such as the Prithvi and the Agni in India. He was awarded the Bharat Ratna in 1997.