



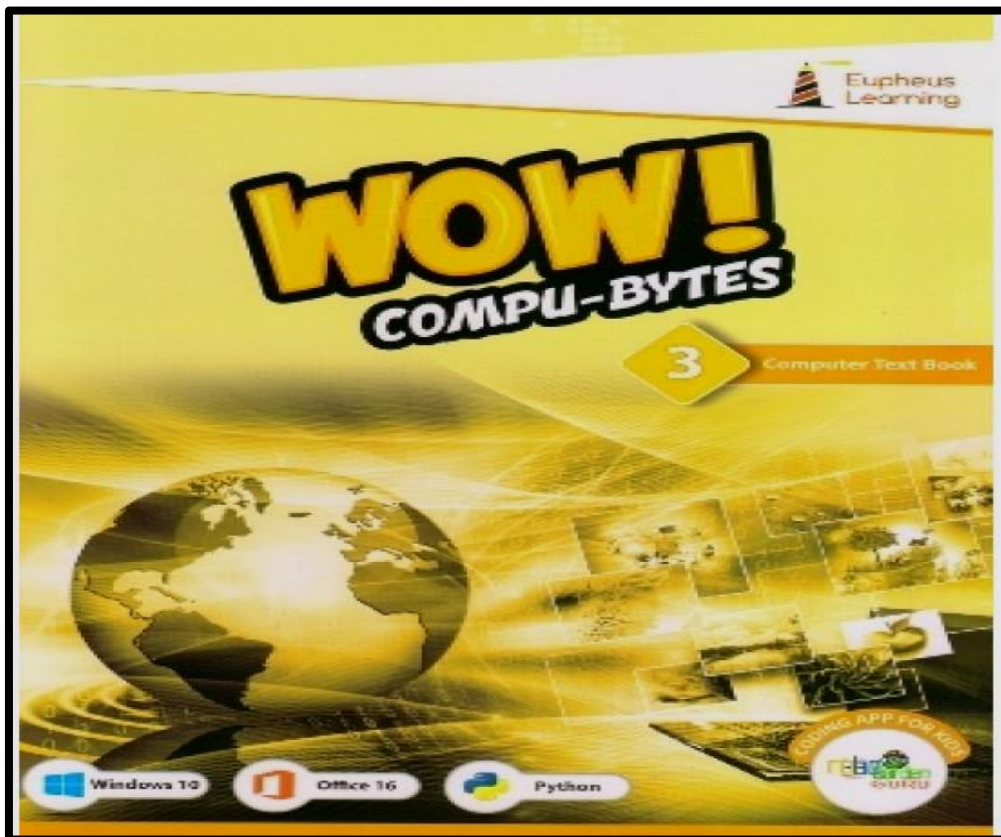
**पुर्णा International School**  
Shree Swaminarayan Gurukul, Zundal

**CLASS - III**

**COMPUTER**

**SAMPLE NOTEBOOK**

**YEAR (21-22)**



# **INDEX**

<b>SR. NO</b>	<b>MONTH</b>	<b>TOPIC</b>	<b>PAGE</b>
1.	APRIL	Ch-1 Introduction to computer (Half)	Pg. no 7 to 16
2.	MAY	<b>Summer Break</b>	
3.	JUNE	Ch-2 Use of Computer in different Fields Solve Worksheet - 1 Ch-3 Computer Hardware and Software	Pg.no 17 to 24 Pg.no 25 Pg.no 26 to36

## INTRODUCTION TO COMPUTER

### Keywords:-

1. **GIGO**- Garbage in garbage out.
2. **IPO**- Input-process-output
3. **CPU**- Central Processing Unit
4. **PC**- Personal Computer
5. **PDA**- Personal digital assistant

### Exercise corner:-

#### QA) Choose the correct answers:-

1. Which of the following correctly represents the work cycle of a computer?
  - a. Process-input-output
  - b. Input-process-output
  - c. output-input-process
2. Which of the following does not get tired?
  - a. Computer
  - b. a man
  - c. an animal
3. The process of entering information into a computer is called \_\_\_\_\_.
  - a. Process
  - b. input
  - c. task
4. Who is known as the 'Father of Computer'?
  - a. Bill Gates
  - b. Charles Babbage
  - c. Larry Page

#### QB) Fill in the blanks:

**Feelings   input devices   electronic   personal computers   hard disk**

1. A computer is an electronic machine.
2. A computer can store large amount of data on its hard disk.
3. A computer does not have any feelings.
4. Input is given to the computer through input devices.
5. Microcomputers are also called personal computers.

QC) State 'True' or 'False'.

1. Cray - I is a supercomputer. True
2. PARAM was designed and assembled by C-DAC in Pune, India. True
3. A desktop is a mainframe computer. False
4. A laptop is a portable device. True
5. Supercomputers are the most powerful and fastest computers. True

QD) Answer the following questions:-

1. What is a Computer?

Ans: - A computer is an electronic machine which takes input from the user, process that input and then gives output.

2. How does a computer work?

Ans:- A computer has a three- step work cycle- Input –Process-output .

3. Write any two features of a computer?

Ans:- i) A computer works very fast.

ii) A computer never gets tired.

4. What are the limitations of a computer? Give any two.

Ans: - i) It cannot take its own decisions.

ii) It cannot work independently.

## Brain Teaser

QA) Identify the following pictures and match them with their correct names:-

1.



Scanner

2.



desktop computer

3.



printer

4.



Laptop

5.



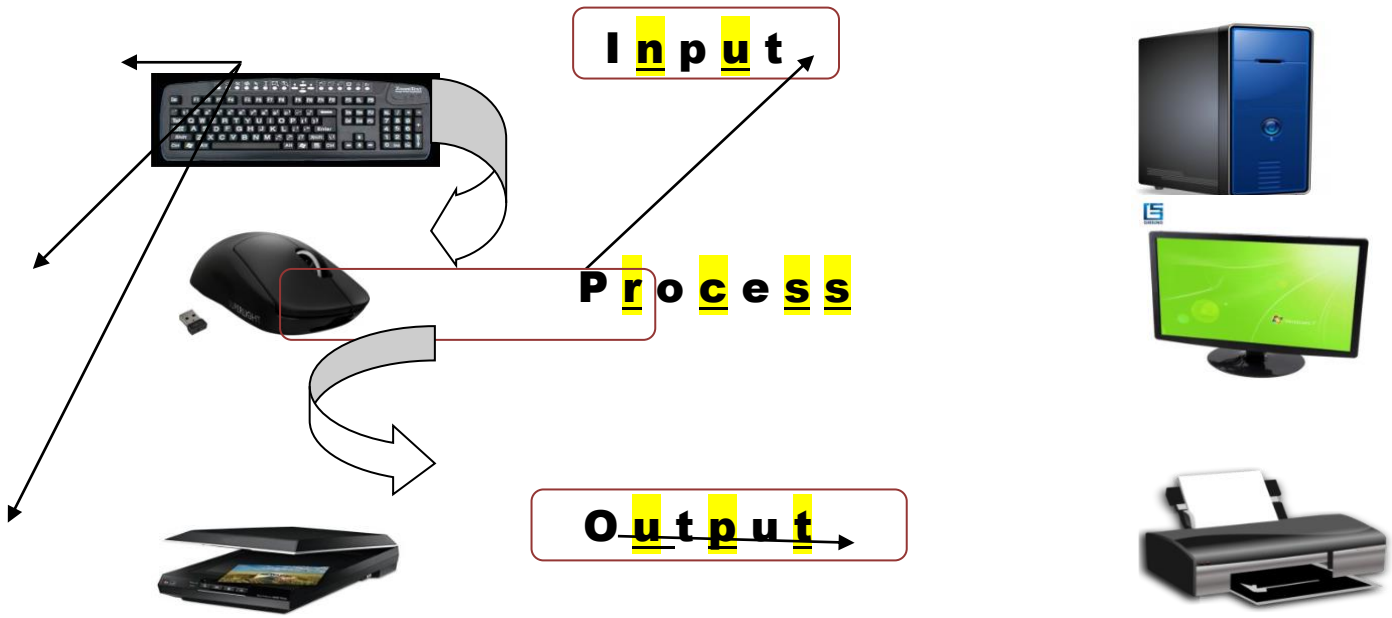
tablet

6.



mainframe computer

QB) Fill the letters to complete the IPO cycle. Then match the devices to the correct type.



## CHAPTER-2

# USE OF COMPUTERS IN DIFFERENT FIELDS

### Keywords:-

1. **ATM:** - A computerized machine that gives out cash.
2. **E mail:** - An electronic message transferred from one computer to another through a network.

### Exercise corner:-

QA) Tick the correct options. Compare your answers with your classmates' answers:-

1. Which of the following is a use of computer at home?
  - a. diagnosing diseases
  - b. **Playing games**
  - c. depositing/ withdrawing cash

2. Which of the following is a use of computers in hospitals?
  - a. diagnosing diseases
  - b. controlling and launching rockets
  - c. designing books
3. Where do you find the use of computers for booking and cancellation of train tickets?
  - a. railways stations
  - b. cinemas
  - c. banks
4. Where are computers used to deposit and withdraw money?
  - a. Banks
  - b. hospitals
  - c. schools
5. Computers are used in space research stations for \_\_\_\_\_.
  - a. entertainment
  - b. weather forecasting
  - c. designing graphics

QB) Fill in the blanks. Cross-check your answers with your classmate:

Weather forecasting   hospitals   schools   defence   engineers

1. In schools, computers are used for teaching and learning.
2. Computers are used by engineers to design and print blueprints of cars, and airplanes.
3. In hospitals, computers are used to prepare medical reports and bills.
4. In defence, computers are used to develop modern tanks and missiles.
5. In space research stations, computers are used for weather forecasting.

QC) State 'True' or 'False'.

1. The uses of computer are limited. False
2. In banks, computers are used only for money transactions. False
3. You can withdraw money from ATMs. True
4. Medical reports are created with the help of computers. True
5. Engineers use computers for creating complex designs. True

QD) Answer the following questions:-

1. Write names of any four places where you can see computers being used?
  - a. Banking
  - b. hospital
  - c. school
  - d. railway
2. Mention any two uses of computer in hospitals?
 

Ans: - i) keeping patient's record.

ii) Computers are used for military operations.
3. Mention any two uses of computers in banks?
 

Ans:-i) money transactions

ii) Keeping the records of goods and payments

4. What are the uses of computer in defence? Mention any two.

Ans:-i) for developing graphics, books, newspaper

ii) for e-books, educational apps

5. What are the uses of computer in defence? Mention any two.

Ans:-i) Computers are used to develop modern tanks and missiles.

ii) Computers are used for military operations.

6. What are the uses of computer in shopping malls? Give any two.

Ans:- i) for generating invoices

ii) Computers are used for military operations.

## Brain Teaser

❖ Find out the following names in the word grid given below:-

H	G	G	H	S	B	A	N	K	A
Q	O	G	E	H	M	K	H	Q	I
X	M	M	W	O	Y	V	W	D	R
E	S	G	E	P	G	J	V	E	P
S	O	Z	T	C	Q	A	I	F	O
H	O	S	P	I	T	A	L	E	R
V	I	Z	S	P	F	M	V	N	T
S	O	B	Y	G	H	O	T	C	L
M	R	I	J	U	Z	N	X	E	Y
E	E	A	S	C	H	O	O	L	B

**AIRPORT**

**BANK**

**HOME**

**HOSPITAL**

**DEFENCE**

**SHOP**

**SCHOOL**

## **WORKSHEET – 1**

A. Label the parts of computer. Also, write any two characteristics of computer.



1. Computers work very fast.
2. Computers never get tired.

B. Write names of any four places where computers are used.



1. Banking

2. Hospitals

3. Railway Station

4. Schools

C. Match the columns:-

**Column A**

**Column B**

1. In defence

a. Designing and printing graphics ,books and news papers **5**

2. In engineering

b. To send and receive emails, make audio and video calls **3**

3. In communication

c. For money transactions **4**

4. In banking

d. To design and print blueprints of cars and other complex graphics **2**

5. In publishing and designing

e. For performing military operations **1**

**CHAPTER-3**

**COMPUTER HARDWARE AND SOFTWARE**

**Keywords:-**

**CPU:** - The processing device of a computer.

**ALU:** - The part of the CPU that performs arithmetic and logic operations.

**CU:** - The part of the CPU that controls all the operations of a computer.

**RAM:** - The part of the primary memory

**ROM:** - The permanent part of the primary memory

**VDU:** - The output device that displays output from the computer

**OS:** - A software that controls the overall functioning of the computer

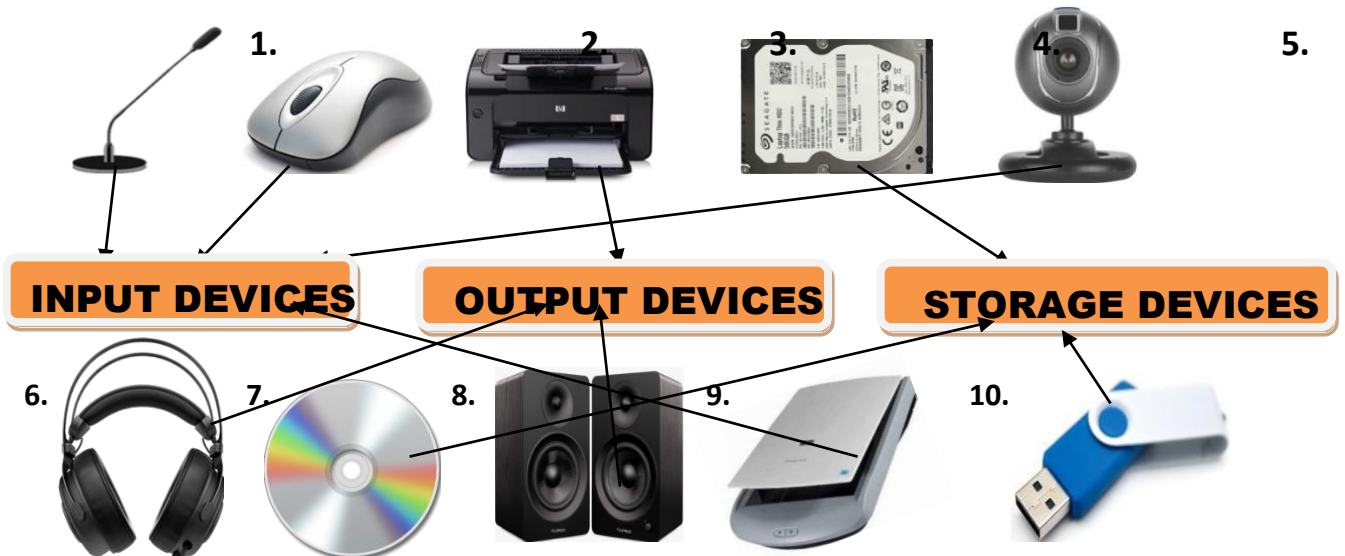
**CD/ DVD:** - Portable storage disks used to store application software, movies or music

QA) Choose the correct answers:-

1. Which of the following is not an input device?



QD) Identify the input, output and storage devices, and match them with their correct group.



QE) Answer the following questions:-

1. What is computer hardware?

Ans: - **All the physical parts of a computer that you can touch, see and feel are called hardware.**

2. What are the two types of software?

Ans:- **System Software and Application Software.**

3. What is the ALU?

Ans:- **ALU does all the arithmetic calculation and takes logical decisions.**

4. What is an operating system? Give any two examples?

Ans:- **Operating system is a system software that controls all the activities and functioning of computer.**

**Eg. Windows, LINUX**

5. What is application software? Mention any two examples?

Ans:- **Application software used to do specific types of tasks such as**

**drawing and painting, calculation, etc.**

**Eg. Tux Paint, WordPad**

## **Brain Teaser**

**A. Write down wheather the following are hardware or software:-**

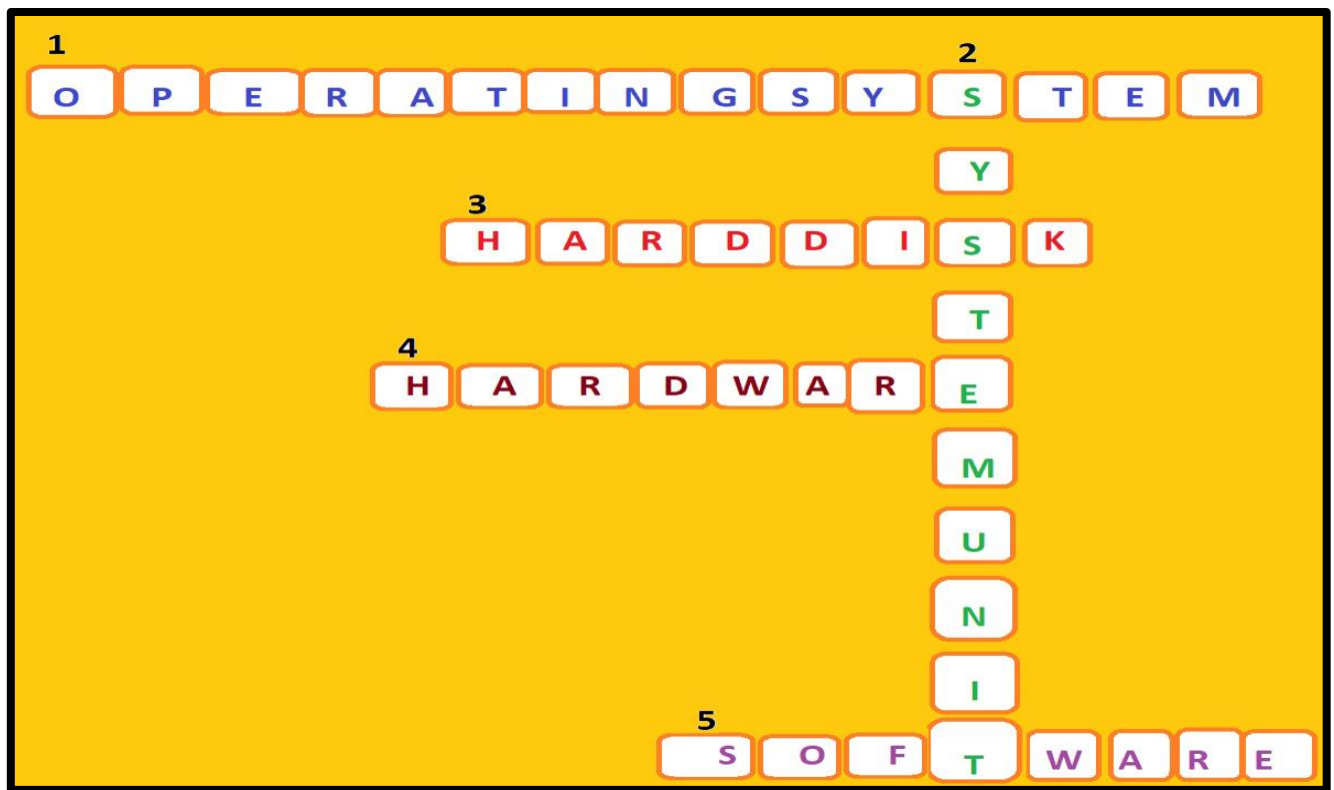
### **Components**

1. Operating System
2. Paint
3. Video game
4. Notepad
5. Microphone
6. Motherboard
7. Hard disk
8. Windows

### **Hardware/Software**

- a. Software
- b. Software
- c. Software
- d. Software
- e. Hardware
- f. Hardware
- g .Hardware
- h. Software

**B. Complete the following crossword:-**



## CHAPTER-4

# THE OPERATING SYSTEM – WINDOWS 10

### Keywords:-

1. **GUI**- An interface that allows users to interact with a device through icons and menus instead of typing text and commands.
2. **Windows**- A popular operating system from Microsoft.
3. **Booting**- The process of loading of the OS into computer's main memory.
4. **Desktop**- The screen that appears after the booting and login processes are complete.
5. **Start button**- The button at the bottom left corner of the desktop that opens the start menu when clicked.
6. **Wallpaper**- A picture used as the background of the desktop.
7. **Icon**- A small picture on the desktop that represents a file, folder or program.

### EXERCISE CORNER:

**QA) Choose the correct option:-**

1. Which of the following option do you click to set size of desktop icons as mediums?
  - a. **View** □ **Medium icons**
  - b. Size □ Medium icons
  - c. Sort by □ Medium icons
2. Which of the following is an operating system developed by Microsoft?
  - a. Linux
  - b. **Windows**
  - c. macOS
3. Which of the following is the latest Windows operating system?
  - a. Windows 7
  - b. Windows 8
  - c. **Windows 10**
4. Which of the following holds clock and other options on the desktop?
  - a. Icon
  - b. **Taskbar**
  - c. Wallpaper
5. Which option do you click to change the desktop background?
  - a. **Personalize**
  - b. Desktop
  - c. Wallpaper

**QB) Fill in the blanks:**

Operating system
graphical user
taskbar
booting
interface

1. An operating system provides an/a **interface** between the user and the hardware.
2. A computer cannot work without a/an **operating system**.
  
3. The windows operating system provides a **graphical user** interface.
4. The term **booting** refers to the process of loading of the operating system into computer's memory.
5. The horizontal bar located at the bottom of the desktop is called **taskbar**.

**QC) State 'True' or 'False':-**

1. The desktop is the main screen of a computer.
2. An icon represents a file, folder or program.
3. The GUI lets you use the mouse to click icons, buttons and menus.
4. The start button allows the user to access the start menu.
5. Linux is an operating system.

T  
T  
T  
T  
T

**QD) Following are the steps to change the background picture ( wallpaper) of the desktop. Arrange these steps in the correct order by putting numbers from 1 to 4 in the blanks:-**

3
 Select the 'Picture' option  
 Under 'Background'.

4
 Choose a picture under  
 'Chose your picture'.

**1** Right – click in the blank area on the desktop.

**2** Click the 'Personalize' option .

**QE) Choose the correct option:-**

1. What is an operating system?

Ans:- **Operating system controls all the functioning of a computer and provides an interface between the user and the hardware.**

2. Give names of any two operating systems?

Ans:- **i. Windows**                      **ii. LINUX**

3. Describe the term GUI?

Ans:- **GUI is a short form of Graphical User Interface. It allows us to use electronic devices such as mouse to click icons, buttons, menu etc. It makes everything clearly visible on the screen using a combination of graphics and text.**

4. What is wallpaper?

Ans:- **A background image of desktop is called wallpaper.**

5 . What action of the mouse do you perform to open a shortcut menu on the desktop?

Ans:- **Right-click function of the mouse opens a shortcut menu on the desktop.**

## **Brain Teaser**

➤ **Label the following picture:-**

