

DR. VIRENDRA SWARUP PUBLIC SCHOOL, KALYANPUR

SESSION : 2021-22

WORKSHEET NO. : IV

Date : _____

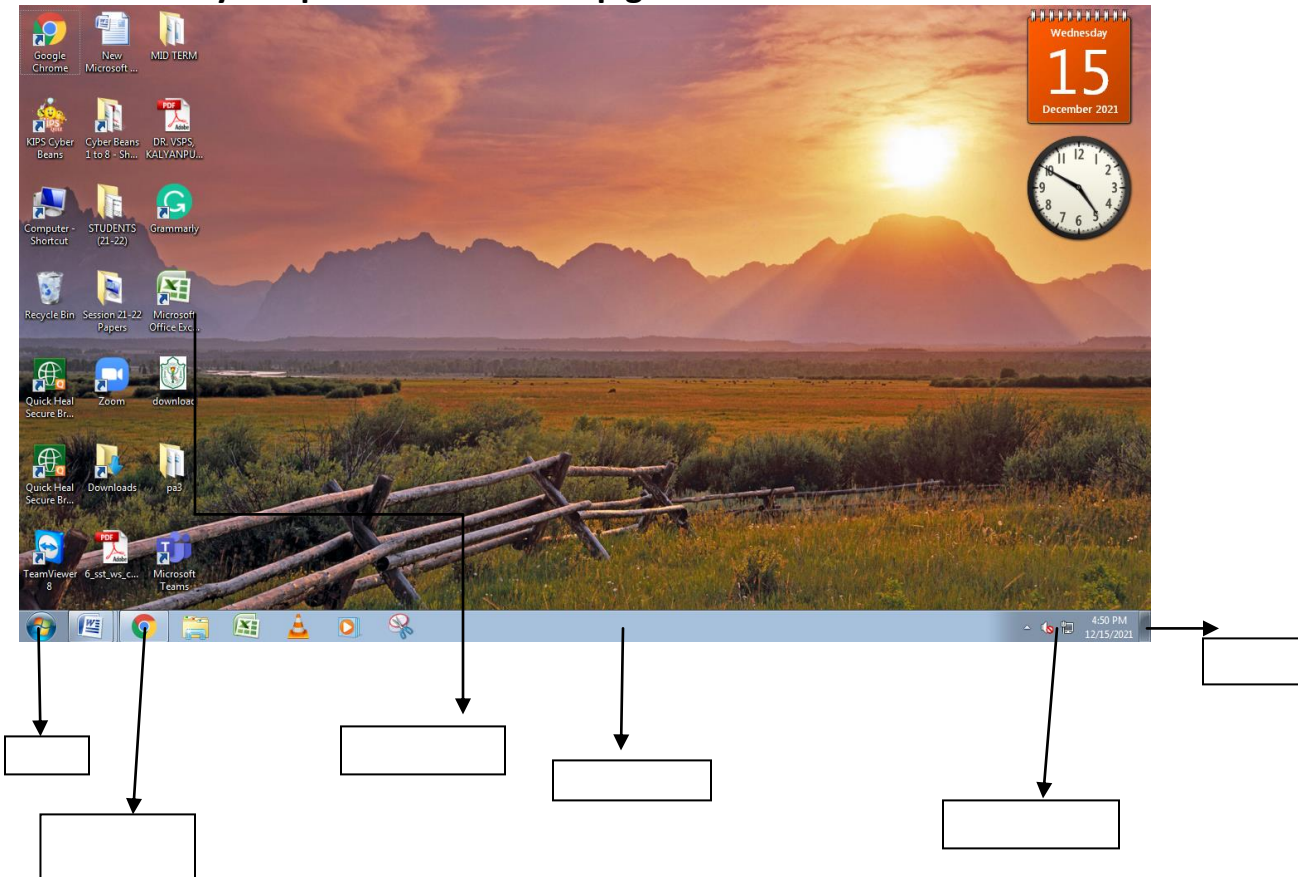
Subject : **Computer**

Class : III

Name : _____

Roll No.: _____

1. Identify the parts of the Desktop given below :



2. Write down the names of the keys used for the following:

- To erase the character to the right of the cursor position
- To move the cursor to the next line
- To place the cursor at the end of the line
- To move the cursor to the top of the document
- To move the page down by one screen

3. Rectify the given statements:

- WordPad is a System Software.
- There is one Enter key on the keyboard.
- F12 is used to check spellings and grammar in a word document.
- Windows XP is the latest version of Windows.
- Show Desktop button is present on the extreme left of the taskbar.

4. Match the following:

- | | |
|--------------------|---------------|
| 1. System Software | a. Keyboard |
| 2. Application | b. Pen Drive |
| 3. Input Device | c. Windows 7 |
| 4. Output Device | d. Calculator |
| 5. Storage Device | e. Printer |

5. Answer in one word or sentence:

- a. Which key is used to give spaces between the words?
- b. How many function keys are there on the keyboard?
- c. Which program manages all the jobs of the computer?
- d. Who is the lead developer of Tux Paint?
- e. Which key combination is used to select entire document?

6. Unscrambled the given words :

- a. PORDKCAB
- b. EDOC
- c. TRAITORP
- d. EGATS
- e. TEIRPS

7. Write the function of the following shortcut commands-

- a. Ctrl+Z
- b. Ctrl+Y
- c. Ctrl+X, Ctrl+V
- d. Ctrl+B
- e. Ctrl+U

8. Name the given tools used in Tux Paint-









