Solutions
Chapter 1 Computer : A Smart Machine

Check you knowledge (Page 7)

(1) Y, F (2) Y, F (3) Y, F

(4) Y, F

Practice time (Page 9)

(1) Electronic (2) Fast (3) Memory

(4) Colour (5) Smart phones

(1) (i) Both (i) & (ii) (2) Fast (3) Good memory

(4) (i) Bad (5) (ii) Mainfame computer

(6) (ii) Computer (7) (i) Commands (8) (i) old computer

(9) (ii) Humans

(10) (iii) Both a &b

(1) Computer is called an electronic machine because is works very fast and saver our time & It uses electricity to work.

(2) Advantage of computer - It can do multiple tasks at the same time.

(3) Types of computer ax- Personal computer, Manframe computer, super computer and smart phone.

(1) Dizad ran tages of computer

(a) They can not think an their own.

(b) they do not have feelings.

(c) It is easy to steal information if the data is not protected.

(2) Human are both than computer as-

(a) Humans more brain & can think.

(b) Humans can work on their own.

(3) Super computer- These are fastest computer used to solve complex problems of Science & engineering.

(1) Calculator (2) Laptop

Chapter 2 Parts of Computer

Check your knowledge (Page 13)

1. False   2. False   3. True

Check you knowledge (Page 15)

1. True   2. False   3. True

Practice time (Page 16)

(A)

(1) Pointing   (2) Listen   (3) Scanner

(4) Monitor   (5) Portable

(B)

(1) (iii) 4 main parts   (2) (i) CPU

(3) (iii) Printer   (4) (c) Both a & b   (5) (b) Pen drive

(6) (a) Fan   (7) (b) SMPS   (8) (a) USB

(9) (a) AUX   (10) 104

(C)

(1) Main parts of computer are- Monitor, keyboard, Mouse & CPU box

(2) Headphone

(3) Keyboard

(D)

(1) Scanner is used to copy text and images from paper on to the computer

(2) The parts which we can see inside the CPU box are-

(3) The printed copy of our document is called hard copy.

(E)

(1) Moniter   (2) Pen drive

Chapter 3 Keyboard & Mouse

Check your knowledge (Page-19)

1.	False			2.	True

Check you knowledge (Page-21)

1.	True			2.	False			3.	True

Practice time (Page 24)

(A)

(1)	Function		(2)	Longest		(3)	Pointer

(4)	Dragging		(5)	Capslock

(B)

(1)	(ii)	Pointing		(2)	(i)	Left

(3)	(iii)	Enter		(4)	(ii)	F1

(5)	(iii)	Page up		(10)	(i)	12

(C)

(1)	Delete key is used to remove the letter or character which are typed wrong

(2)	Types of keys, in keyboard - Alphabet keys, Number keys, Arrow keys, spacial character keys

(3)	Types of mouse are- Trackball mouse, optical mouse wireless optical mouse.

(D)

(1)	Functions of Arrow keys is to move the cues or to left right, up or down

(2)	Left click of mouse button is used to select an activity.

(3)	Moving an object to a new place is called dragging

(E)

(1)	Alphabet keys, number keys, Arrow keys, special character keys

(2)	Backspace key or delete key

Chapter 4 Windows

Check your knowledge (Page 27)

1.   False   2.   True   3.   True

Check your knowledge (Page 30)

1.   False   2.   True   3.   False

Practice time (Page 32)

(A)

(1)   Operating   (2)   Android   (3)   Willian Henry Gates "'

(4)   Program   (5)   Win

(B)

(1)   (i)   Microsoft   (2)   (ii)   Windows 10

(3)   (iii) Desktop   (4)   (iii) Win key

(5)   (i)   Task bar   (6)   (i)   Ms Access

(7)   (i)   MRC-OS   (8)   (ii)   Desktop

(9)   (i)   Peek button   (10) (iii) Shutdown

(C)

1.   Icon → Small labelled picture on the desktop used to open a specific program or document are called icon.

2.   Start button is used to pen the start menu.

(D)

1.   Operating system → The collection of programs which altogether mange the computer system constitutes on operating system.

2.   Windows → It is an operating system designed by micros if is the most popular O.S with many nations available in the market.

(E)

(1)   the can cita install windows 8 or windows 10.

(2)   Peera should double click on those icon.

Chapter 5 File Management

Check your knowledge (Page 37)

1.   False   2.   True   3.   True

Check your knowledge (Page 39)

1.   False   2.   True   3.   True

Practice time (Page 40)

(A)

(1)   different   (2)   data   (3)   Location

(4)   Cut   (5)   Folders.

(B)

(1)   (iii) Both   (2)   (iii) Future

(3)   (ii) Sub folder   (4)   (i)   Move   (5)   (ii) Folder

(6)   (ii) Files   (7)   (iii) Save   (8)   (i) Save

(9)   (iii) New Document   (10)   (i)   user

(C)

1.   File → A file contains the data which we want to tore inside the computer.

2.   Folder → It is a place where multiple files an stored.

3.   Files ax saned in documents folder.

(D)

(1)   A folder is used to store related file and folders.

(2)   Steps to orate a folder

(a) take mouse points to empty space and Right click mouse button

(b) From deep down menu, select new option ⇨ Folder option

(c)   We you will get a new folder. Type the name of the folder as required

(3)   Steps to move a file

(a) Select one an more files on folder to be moved by

(b) Right click the move button & click the cut option

(c) Go to the location when the file is to be moved.

(E)

(1)   Gopal should a save we file.

(2)   She should make folder and store related file into it.

Chapter 6 word Pad

Check your knowledge (Page 41)

1.   F   2.   F   3.   T

Practice time (Page 48)

(A)

(1) control   (2) cursor   (3) rules

(4) Paragraph   (5) Justify

(B)

(1) (i) font group   (2) (ii) Paragraph   (3) (i) Insert

(4) (i) Ribbon   (5) (ii) Zoom slider

(6) (iii) Strike though   (7) (i) subscript   (8) (i) Live Spociy

(9) (ii) Indentation   (10) (i) Insert

(C)

(1) Word Pad.

(2) Parts of Ribbon -Quick launch toolbar, tabs, cites bar, ruler, Group, word Pad button

(3) Option of theme cab - cut, copy paste, font size & colour, alignment, Insert data & ti me,

(1) Two groups of tool used for formatting text - font area paragraph

(2) Formatting a text changes its face, or one size etc and make it appear alpractine

(3) Method to close a word pad file-

(1) Click word pad button → Exit option

(2) Press Alt + F4 on keyboard

(3) Click on ☒ button among control buttons.

(E) (1) She can use three format groups of thome tog - font, paragraph and Insert.

(2) Is can use text highlight colour option in Thom tab & font group.

Chapter 7 Tux Paint

Check your knowledge (Page 52)

1. False   2. True   3. True

Practice time (Page 55)

(A)

(1) Source   (2) Six   (3) Help

(4) Rails   (5) canvas

(B)

(1) (iii)   (2) (ii) drawing canvas

(3)   (ii) tool bar   (4) (i) Stamp

(5) (iii) 2   (6) Enter Picture

(7) (ii) Selecter pare   (8) (ii) Open source

(9) (ii) Lobes   (10) (iii) Quit

(C)

1. Thar are 14 tools in tux paint tool box.

2. Colour palette has 17 colours and 18th colour it of our choice

3. Two effects of magic tool are-

    (a) Add blocks in the picture

    (b) Add bricks in the picture

(D)

1. Tux Paint - It is an open courser drawing and painting software.

2. Select Pone - It is the sub -section of tools. It has broken , stamps etc.

3. Stamp tool - This tool is used to add stamps or sticker into our picture or can nas.

(E)

(1) Riya can use tux paint software. It is a faware software and she can download it freely for the Internet.

(2) Stamps or stickers tool.

Additional Question
Chapter 1 Computer: A smart Machine

Practice time (Page 9)

(A)

(5) _____ are smallest computer

(B)

(5) These computer are used to perform million of tasks parallely:

(a) super computer   (b) Mainfrome computer   (c) Note book

(6) _____can store large amount of data.

(a) Tuscan   (b) computer   (c) both a & b

(7) Computer work on _____

a) commands   (b) inputs   (c) fuel

(8) Diseases are called by thrown away part of ____

(a) Old computer   (b) Old electricity   (c) None

(9) _____ gets tired and need rest.

(a) computer   (b) humans   (c) Both a & b

(10) This is multitasking

(a) Smart phone   (b) Personal computer (c) Both a & b

Chapter 2 Parts of a computer

Practice Time (Page 16)

(A)

    (5)   Things which are easy to carry or move are called_____

(B)

    (4)   External Hard disk is

    (a)   For table   (b)   Outside CPU   (c)   both a & b

    (5)   Storage media most performed to transfer data

        (a) CD   (b)   Pen drive   (c)   DVD

    (6)   It tools the CPU

        (a) Fan   (b)   AC   (c)   Air

    (7)   It is called power house of computer

        (a) Hard disk   (b)   SMPS   (c)   CPU

    (8)   _____ Parts an used to connect mouse, keyboard and Pen drive

        (a) USB   (b)   Electric   (c)   Aux

    (9)   ____ connect are used to connect headphone, speaker & nic

        (a) AUS   (b)   USB   (c)   CPU

    (10) There are _____ keys on a keyboard

        (a) 108   (b)   104   (c)   100

Chapter 3 Keyboard & Mouse

Practice time (Page 24)

(1)

(5) _____key is used to type letter in upper case.

(B)

(4) Key used to find help is

(a) F2   (b) F1   (c) F3

(5) Key used to move to the top of the page

(a) ↑   (b) Page down   (c) Page up

(6) Typing without looking at the keyboard is

(a) blind typing   (b) None typing   (c) Touch typing

(7) _____Part of computer has two button & one scroll sheet

(a) Mouse   (b) CPU   (c) Keyboard

(8) _____ click is used to start an activity.

(a) double   (b) left   (c) Right

(9) _____ is a latest category of mouse

(a) Trackball   (b) wireless option mouse

(c) Pointing mouse

(10) No. of functions key in keyboard are.

(a) 12   (b) 26   (c) 10

Chapter 4 Windows

Practice time (Page 32)

(A)

(1)   A set of instruction given to computer for controlling its activities is called

(5)   _____ key button of keyboard is used to display the start menu

(B)

(5)   It is at the button of screen, given access to start menu, and small application icon.

(a) Taskbar   (b)   Scroll bar   (c)   start bar

(6)   Which of the following is not an operatic system,

(a) android   (b)   Ms-Access   (c)   MSC-OS

(7)   Operatic system meant for apple desktop & Laptop

(a) MAC-OS   (b)   Linux   (c)   Windows

(8)   When booting is one which screen append?

(a) System   (b)   Desktop   (c)   Windows.

(9)   Show desktop and _____ have the same functionality.

(a) Peek, button   (b)   Seek button   (c)   Start button

(10) The Act of closing all the activities and turn the computer mode

(a) Sleep mode   (b)   Restart   (c)   shut down

Chapter 5 File Management

Practice Time (Page 40)

(a)

(4) _____is to remove a file from one place & move it to other place

(5) Both files & folder can be stored in_____

(B)

(4) _____is to become a file from one place and take it to other place

    (i) Move   (iii) Copy   (iii) Save

(5) Files are same inside

    (i) Book sheet   (ii) Folder   (iii) Windows

(6) Books are similar to _____

    (i) Book sheet   (ii) Files   (iii) folder

(7) A file is enatid when we _____ over work.

    (i) Write   (ii) Lose   (iii) save

(8) Click on _____ button to save a file in word?

    (i) Save   (ii) New   (iii) Open

(9) Default Name of file is _____

    (i) New   (ii) New file   (iii) New Document

(10) _____ icon on desktop contains many files & folder

    (i) user   (ii) My document   (iii) word pad.

Chapter 6 Word Pad

Practice time Page 48

(A)

    (5)   _____button charge the text alien with both the sites.

(B)

    (4)   It contains two parts tab & groups:

        (i) Ribbon   (ii) Rules   (iii) Word Pad Button

    (5)   It is used to zoom in and out a document.

        (i) Ruler   (ii) Zoom sider   (iii) Cursor

    (6)   It is used to draw a line through the text.

        (i) Bold   (ii) Underline   (iii) Strike through

    (7)   In H_2, 2 is written as _____

        (i) Super Script   (ii) Sub script   (iii) Bold

    (8)   The distance between two lines can be incurred or Durand using.

        (i) Line spacing   (ii) Alignment   (iii) Spacing

    (9)   The distance of text from page bonders is called-

        (i) Alignment   (ii) Indentation   (iii) Spacing

    (10) _____group is used to insert any picture in your document

        (i) Insert   (ii) Aad   (iii) New

Chapter 7 Tux Paint

Practice Time (Page 55)

(A)

(4) _____ effect is used to draw track for trains

(5) A white blank screen to draw a picture is _____

(B)

(4) Tool used to enter sticker is canvas is _____

    (i) Stamp   (ii) Sticker   (iii) Magic

(5) There are _____ types of bricks effect

    (i) 3   (ii) 1   (iii) 2

(6) _____ button can effect the complete picture

    (i) Entire picture   (ii) Select All   (iii) Clrl + X

(7) Sub section of tools is _____

    (i) Drawing Canvas   (ii) Select pare   (iii) none

(8) Tux paint is an _____ drawing & painting software

    (i) Open source   (ii) Paid   (iii) New

(9) _____ tool is used to move the text

    (i) Move   (ii) Label   (iii) New

(10) _____ tool is used to come out of Tux paint

    (i) Exit   (ii) out   (iii) Quit