Chapter 1 Types of computer

Check you knowledge (Page 9)

 (1) True   (2) False   (3) True

Practice time (Page10)

(A)

 (1) Computare   (2) Software   (3) Collection

 (4) Glucorreter   (5) Kindle

(B)

 (1) (ii) Latin   (2) (iii) Micro computer

 (3) (i) Ens bedded computer   (4) (iii) Data

 (5) (i) Firmware

(C)

 1. Computer that are meant to serve an individual needs are called personal computer

 2. Two features of super computer ax-

  (a) They have high processing speed

  (b) They have cage storage capacity thus, they are powerful.

 3. Uses of GPS raciness are -

  (a) To get the details of our present location

  (b) To provide directions from present location to open location

 4. Feature of smart phones

  (a) Allows to make telephone caller

  (b) Can store & essay musics, Photo graphs, videos & information.

(D)

 (1) **Computer based on power** → Micro, Mini, Mainframe & Super computer.

  Computer based on size → Desktop, Laptop, Tablets, Smart phone embedded computer

 (2) Feature of mainframe computer

  (a) Large in size thus powerful.

  (b) Can execute many programs at a time.

 (3)

Desktop computer	Laptop computer
(1) Fixed to a Location	(1) Can be easily moved to ote locating
(2) Designed to fit on office desk	(2) designed to fit on our lap

(3) Can't run without electricity.   (3) As battery packs are presents, can run with out pugging

(4) Embedded Computer are small computer fixed inside a machine to perform a particular task. They are designed to perform slipped tasks and control The machine in which they are incorporated.

Eg. Kindle, Smart TV, Glueometer GPS Perinea.

(E)

(1) Tablet

(2) Laptop computer

Activity time

(A)

(1) (iii) Desktop computer Reason : All are embedded

(2) (i) Desktop computer Reason : All can be early moved to other location.

(3) (iv) Ms work Reason : All one social net working links.

(4) (iv) Ms windows Reason : All are hardware

(5) (iv) Ms power point Reason : All one Internet terns.

Chapter 2 Software

Check your knowledge (Page 13)

1. False   2. True   3. True

Check you knowledge (Page 17)

2. False   2 True

Practice time (Page 18)

(A)

(1) Hardware   (2) Complete   (3) Windows

(4) 2015   (5) Real player

(B)

(1) (iii) Ms-Excel   (2) (ii) Mac OSX

(3) (iii) Desktop publishing   (4) (ii) Deny

(5) (iii) NM   (6) (i) Impress

(7) (ii) Ubuntu   (8) (iii) Date bare

(9) (iii) Both (i) & (ii)   (10) (i) Demo

(C)

(1) **Software** → It is a set of instruction is a computer program which is used to operate a computer

(2) **Operating System** → It is an essential software program which is stared in computer is hard disk. and provides The basic platform for excretion.

(3) Advantages of open source software-

   (a) Software code is freely available.

   (b) Modification is original design is allowed.

(4) The most popular presentation software are Microsoft power point, open office Impress.

(D)

(1) Function of operating system are-

   (a) Manages all the hardware devices attached to CPU

   (b) Super vises memory allocation.

   (c) Control file handily system

   (d) Provides platform to run other softwares on the computer.

(2)

Proprietary Software	Open source Software
(a) Needs permission from the manufacturiy company	(a) No permission required
(b) Pay cast for using it	(b) They are free

(c) Only company that owns it can modify it   (c)   Geared public can be and modify it.

(3) Application software → Software which are designed of perform specific tasks the ease of user.

(4) Uses of DTP Software

(a) Used to create professional document like, books, news letters, magazines etc.

(b) High avalitu text and pictures

(1) Word processing software

(2) Entertainment software.

Chapter 3 Formatting in Ms-Word

Check your knowledge (Page 26)

1. True   2. False

Check your knowledge (Page 30)

1. True   2. False

Practice time (Page 33)

(A)

(1) Layout   (2) Selected

(3) Underline   (4) alignment

(5) Portrait

(B)

(1) (ii) Formating   (2) (ii) Italics

(3) (ii) Bullet   (4) (ii) Landscape

(5) (ii) Colourtext   (6) (ii) Text

(7) (ii) Format points   (8) (ii) Ctrl + I

(9) (ii) Mini   (10) (ii) 1-5

(C)

(1) **Font :-** Font is a feature of Ms-office shit which allows to change or modify the text so as to appear attractive on the screen.

(2) **Formatting of text:-** It is the feature of Ms-office suit in which me can aajust the font of text, including its size & colour, insati special symbols, alignment etc. So as to make all document attractive.

(3) Arial, times new Roman, comic sans ms, bookman old style.

(4) **Text Alignment** → It refers to the position of text relating to the left or right margins.

(D)

(1) Steps to format text in Ms-word

(a) Select the text

(b) Home tab → font group

(c) Click on down arrow in the font size box to resize the text

(d) Click the arrow in font family to change the text style

(e) Click the arrow in text colour box to change the colour of text

(2) (1) Steps to format text in Ms-word

(a) Select the text

(b) Home tab → font group

(c) Click the allow in text colour box and select the desined colour

(3) There are four types of text alignment in Ms-word

(a) Left → text is aligned to the left margin of the page.

(b) Right →text is aligned to the right margin of the page.

(c) Center→ text is aligned to the center of the page

(d) Justified→ text is aligned both left & right margins of the page.

(4) Steps in insert bullets & numbering in ms-word

(a) Select the text

(b) Home tab→ Paragraph group → Bulled button

(c) Your text is bulleted

(E)

(1) Select the text

(a) Click on home tab → font group

(b) Click on down allow in the font size box to increase the size of the text

(2) (a) Select the text

(b) Click on arrow next to text highlight color box

(c) A color box will appear

(d) select the colour of you choice

Chapter 4 Power Point

Check your knowledge (Page 44)

1. True   2. False

Practice time (Page 45)

(A)

1. Presenter   2. Slide   3. Title bar

4. Ribbon   5. .ppty

(B)

1. (iii) White   2. (i) .pptx/.ppt.

3. (ii) Ms office   4. (i) Ctrl + M

5. (ii) title   6. (i) Run Slide show

7. (iii) Alt + F4   8. (i) Object

9. (ii) Quick access   10. (ii) Notes fare.

(C)

(1) **Presentation** → It is a method to convey our ideas or information on to the audience

(2) **Backstage View**→ This view provides option sure as saving, opening or printing our presentation files, It is a full page view present in the file tab.

(3) Slide→ An individual screen in a presentation

(D)

(1) Components of Ms-Power Point window one -

Quick access toolbar, title bar, Ribbon bar, place folder, Slide Navigation pare, Notes pare, states bar, zoom tool etc.

(2) Uses of Ms-Power point software are-

(a) Steps to present our ideas in the form of picture, graphs and animation

(b) Steps to structure the ideas and information that me want to convey

(c) Make ideas attractive so that it is early understandable

(3) Steps to run a slide show-

(a) Click on slide show tab

(b) Selection the from beginning command button to run the slide show from slide.

(E)

(1) uses a presentation software as ms-power point.

(2) use already installed completes and themes in ms-power point.

Chapter 5 knowing Internet

Practice time (Page 54)

(A)

(1) e-mail   (2) network   (3) collection

(4) ISP   (5) @

(B)

(1) (iii) Tim Bearas lee   (2) (iii) Google   (3) (i) Client

(4) (i) domain home   (5) (i) Stop

(6) (iii) Modem   (7) (i) Internet edge   (8) (ii) UKL

(9) (i) Website   (10) (iii) Standalone

(C)

(1) Internet → It is a inter connected computer network system that once all the computer across the world.

(2) Type Links → It is a mechanism by which a web page into need to another reacted web page.

(3) Server → Large computer which stares information in the form of websites are called server. they are responsible for providing services to other computer in the network.

(D)

(1) Computer Network → When two or more computer are connected to each other to store files, peripherals ere are said to form a computer network.

(2) Uses Internet

     (a) We can read books take online classer, visit educational websites

     (b) We can take to our family & friends though voice, video calls email chats etc.

     (c) Online booking - Tickets, Restaurants etc.

(3) Benefits and feature of e-mail

     (a) It is quick Recipient quickly receives our message

     (b) It is server

     (c) It is eco-friendly and low in west

     (d) Photo, document & other files can be attached to an email

     (e) One e-mail can be sent to more than one recipient

(E)

(1) Hardware, → modem, Telephone connection

     Software → ISP, web browser

(2) yes, she can use interned and go to the website of track to book the tickets.

Chapter 6 Programming in Scraten

Check your knowledge (Page 61)

1. True   2. False

Practice time (Page 69)

(A)

(1) Book drop   (2) 360   (3) 180

(4) Polygon   (5) Pen up

(B)

(1) (i) Program   (2) (i) Sprite   (3) (ii) Square

(4) (ii) nio, yio   (5) (i) Pen   (6) (ii) Stamp

(7) (ii) couture   (8) (i) Script

(9) (iii) 480, 360   (10) (i) Events

(C)

(1) Computer Program → It is a list of instructions that tell a computer what to do

(2) Scraten is a programming environment designed for students to crate interactive strive, animation, games, music and shove cations on the web. It is way easy to use and understand.

(3) Scraten is popular become it is easy to use and understand. It is exceuginly designed the students to learn programming.

(D)

(1)

Clock wise movement of sprite	Ante clock wise movement of sprite
Turn ⤾ O degrees	Turn ⤿ O degrees
This motion block is used to turn the sprite in clock wise direction by specified ant	This motion block turn the sprite into anti-clock wise direction by specified ant.

(2) Pen up → It pulls up spritis pen & now it won't down button move.

Pen Down→ It puts down sprite's pent go that it can move & draw.

(3) Polygon → It is a that or plane 2-D closed shape with straight sides. It does not have carved sides e.g. triangle, sarvar etc.

(E)

(1) Use "charge x by" block to take the sprite move both lift and right

(2) Event Block, Go to block, erarcall, pendown change pen size repeat, move turn choses pen colour

Additional Question
Chapter 1 Types of computers

Practice time (Page 10)

(A)

    (5)   _____ is an embedded computer

(B)

    (4) Raw information is known as

        (i) Input   (ii)   Output   (iii) Data

    (5) _____ is a combination of hardware & software

        (i) Firmware   (ii)   Output   (iii) Live ware

    (6) _____ are presently most powerful computers

        (i) Mainframe   (ii)   Super computer   (iii) Embedded computer

    (7) _____ is not a personal computer

        (i) Smart phone   (ii)   Tablete,   (iii) Embedded computer

    (8) _____is used to read books, magazines downloaded form is store managed by amazon

    (9) Smart TV's are _____

        (i) Mini computer   (ii)   Embedded computer (iii) Notebook computers

    (10) Computer are categorized by

        (a) Size & Power   (b)   Input & Output   (iii) Storage

Chapter 2 Software

Practice time (Page 18)

(A)

(5) _____ is an Entertainment software.

(B)

(4) A software that is cold in bulk to computer & hardware manufactures designed to be bur-dleed with hardware-

    (i) Stareware   (ii) OEM   (iii) Demo

(5) This Entertainment software cone per-installed with all versions of widows-

    (i) VLC Player   (ii) Real player   (iii) WMP

(6) _____ is an presentation software

    (i) Impress   (ii) Fox pro   (iii) Calc.

(7) Which among the following is a free operating system are can be down loaded from internet

    (i) Mac OSX   (ii) Ubunty   (iii) Ms-Windows

(8) _____ software program is used for creative editing and main taing database files & rounds.

    (i) Spread sheet   (ii) Presentation   (iii) Database

(9) _____ is an multimedia & Animation software

    (i) Sketch book pro   (ii) Adobe flash   (iii) Both (i) & (ii)

(10) These software perform partial functioning after installation

    (i) Demo   (ii) OEM   (iii) Freeware

Chapter 3 Formatting in Ms-word

(A)

(5) _____ is the default page orientation.

(B)

(4) The orientation in which vetuial edge is smaller than horizontal edge. is

    (a) Porpait   (ii) landscape   (iii) default

(5) A option is used for

    (i) Highlight text   (ii) Color text   (iii) Text effects

(6) Which one is not a text style of font family

    (i) Comic sars Ms   (ii) Text   (iii) Arial

(7) In which] the following option mouse points charges into a brush shape?

    (i) Draw   (ii) Format pants   (iii) Font

(8) Shortcut key for justified alignment is

    (i) Ctrl + C   (ii) Ctrl + J   (iii) Ctrl + L

(9) _____ toolbar is a smaller version of the font group on the home tab

    (i) Micro   (ii) Mini   (iii) Text

(10) The tefoplt line spacing in ms word 2010 & 2016 is

    (i) 1.6   (ii) 1.5   (iii) 1.2

Chapter 4 Power Point

Practice time (Page 45)

(A)

    (5)   _____ is the extension of files of power point 2010 & 2016

(B)

    (4)   Short cut key to insert new slide is-

        (i)   Ctrl + M   (ii)   Ctrl + N   (iii) Ctrl + O

    (5)   Default slide layout to create a new presentation is

        (i)   Blank   (ii)   titu   (iii) Content with caption

    (6)   Method to show a completed presentation to audience is called

        (i)   Run a slide show   (ii)   Presenter   (iii) F5

    (7)   Shortcut key to exit the application windows is -

        (i)   Alt _ Esc   (ii)   Esc   (iii) Alt + F4

    (8)   Anything we place in a power point slide is called____

        (i)   object   (ii)   Place folder   (iii) Slide show

    (9)   _____ toolbar is placed at the bft end of the titer bar can canonized

        (i)   Ribbon   (ii)   Quick Access   (iii) Status

   (10) This area is placed just below the slide area and provides space to add notes to current slide

        (i)   Status bar   (ii)   Notes pare   (iii) Slide navigation pare

Chapter 5 Knowing Internet

Practice time (Page 54)

(A)

    (5)   _____ symbol is used in en e-mail address after writing the uses none.

(B)

    (4)   This instructs the internet mail about the location of the same computer in which user's e-mail account is located.

    (5)   Button in web browser stops the browser to load the covent web page.

        (i) Stop   (ii) End   (iii) Home

    (6)   Which of the following is not an ISP?

        (i) Airtel   (ii) Reliance   (iii) Modem

    (7)   Default web browser in ms-windown 2010 is

        (i) Internet Edge   (ii) Google chrome   (iii) poelox

    (8)   Earn webside or a web page has an address called _____

        (i) USP   (ii) URL   (iii) ISP

    (9)   Collection of web pages in called a _____

        (i) Webside   (ii) Internet   (iii) Google

    (10) A computer that is not connected with any other computer is called _____ computer

        (i) Server   (ii) Client   (iii) Stand alone

Chapter 6 Programming in Scraten

(A)

(5) By default all the sprites are in _____ mode.

(b)

(5) _____ Feature in scraten allows a sprite to draw shapes.

    (i) Pen   (ii) Pencil   (iii) Block

(6) _____ black duplicate's the sprite image onto the stage

    (i) Copy   (ii) Stamp   (iii) Double

(7) _____ are alternative looks of the sprite.

(8) Another name for program or method.

    (i) Script   (ii) sprite   (iii) lode

(9) Stage of scraten is _____ units wide & _____ units tual

    (i) 360, 480   (ii) 360, 360   (iii) 480, 360

(10) _____ blocks control the events & trigger the scripts.

    (i) Events   (ii) Control   (iii) Action