

Revision Worksheet 1

Fill in the blanks

1. A computer monitor looks like a _____ screen.
2. Desktops, laptops and tablets are also called _____ computers.
3. The mouse is seen as a _____ on the monitor.
4. To perform any task, the computer goes through the _____ Cycle.
5. The _____ is called the brain of the computer.
6. The output that we see on a monitor is called the _____.
7. A monitor is also called a _____.
8. _____ keys are used for typing words and sentences.
9. _____ is a small blinking line on the monitor.
10. _____ is the longest key on the keyboard.
11. The _____ key erases anything typed on the right side of the cursor.
12. The _____ is a notification area on the desktop.
13. The background image that you see on the desktop is called a _____.
14. A _____ is a location for organizing and storing files.
15. The small pictures on the desktop are called _____.
16. The printed sheet of paper that you get from a printer is called _____.
17. _____ are the devices through which we enter data and instructions into a computer.
18. A computer changes the input into meaningful information is known as _____.

Worksheet 2

Choose the correct option

1. It is used to listen to different sounds on a computer.
a. Monitor b. Mouse c. Speakers d. UPS
2. These computers do not require a keyboard or a mouse to work?
a. Desktop b. Laptop c. Tablet d. All of these
3. This mouse action is used to select an item on the monitor.
a. Click b. Double-click c. Right-click d. Drag and drop
4. Which of the following devices is a processing device?
a. Mouse b. Keyboard c. Printer d. CPU
5. To follow the IPO cycle, a computer needs which of the following?
a. Input device b. Processing device c. Output device d. All of these
6. The output printed on a sheet of paper is called
a. Soft copy b. Hard copy c. Result d. None of these
7. This key is used to move the cursor by many spaces.
a. Tab b. Esc c. Spacebar d. Backspace
8. The number of cursor control keys on the keyboard is
a. 3 b. 2 c. 4 d. 1
9. When this key is ON, the alphabetic characters are displayed in capital.
a. Num Lock b. Caps Lock c. Shift d. None of these
10. Into how many panes is the start menu divided?
a. One b. Two c. Three d. Four
11. The taskbar contains
a. Start button b. Quick Launch bar c. System tray d. All of these
12. The background image on the desktop is called
a. Icons b. Wallpaper c. Desktop d. File
13. The long, horizontal bar seen at the bottom of the screen
a. System tray b. Taskbar c. Start d. Quick launch bar
14. They are used to control the movement of the cursor on the screen
a. Special keys b. Symbol keys c. Number keys d. Navigation keys

Worksheet 3

True or False

1. A computer never gets tired or bored. _____
2. The monitor controls all parts of a computer. _____
3. A speaker is an example of an input device. _____
4. A monitor has keys similar to those of a typewriter. _____
5. The CPU displays the output of the computer. _____
6. All parts of computer are connected to the CPU box through wires. _____
7. The delete key erases anything typed on the left side of the cursor. _____
8. The End key is used to move the cursor to the beginning of the line. _____
9. The numeric keypad is on the left side of the keyboard. _____
10. There are two sets of alphabet keys on the keyboard. _____
11. A computer can easily function without an operating system. _____
12. To select an icon, click it. _____
13. To switch off a computer, just switch off the power supply. _____

Match the following

- | | |
|------------------|--------------------------------------------|
| 1. Windows Key | a. 12 |
| 2. Spacebar Key | b. Cursor Control Keys |
| 3. Enter Key | c. Longest Key |
| 4. End Key | d. To open the start menu |
| 5. Arrow Keys | e. Moves cursor to next line |
| 6. Function Keys | f. Moves the cursor to the end of the line |
| 7. Output device | g. Long horizontal bar |
| 8. Taskbar | h. Personal computer |
| 9. Desktop | i. Speaker |

- Ans: 1. _____ 2. _____ 3. _____ 4. _____
5. _____ 6. _____ 7. _____ 8. _____
9. _____

Worksheet 4

Expand the following

1. IPO Cycle - _____
2. CPU - _____
3. CRT - _____
4. LCD - _____
5. LED - _____
6. VDU - _____
7. PC - _____
8. ALU - _____
9. CU - _____

Who Am I

1. I am the longest key on the keyboard. _____
2. I am the key which when pressed, moves the cursor one page up. _____
3. I am the key that is used to erase anything typed on the right side of the cursor. _____
4. I am the key that is used to bring the cursor to the end of a line. _____
5. I am the input device that is used to type letters. _____
6. I am part of the computer. I control all the parts of the computer. _____
7. I am a device used to play music and sound from a computer. _____
8. I am the background image that you see on the desktop. _____
9. I am in the notification area on the desktop. _____
10. I am the brain of computer. _____
11. I am the smaller version of laptop. _____

Worksheet 5

Answer the following

1. List any three characteristics of a computer.
2. Write any three uses of a computer.
3. Why do you need a mouse to work on a computer.
4. Why is the CPU an important part of a computer?
5. Name the three types of devices needed by a computer to follow the IPO cycle.
6. How is the Backspace key different from the Delete key?
7. What is the use of the Windows key?
8. What is the use of search box on the start menu?
9. Write the steps to switch on the computer?
10. What are icons? Name any two icons.
11. What are the two sets of number keys.
12. Draw an IPO Cycle of a computer.
13. Priya has to type her name and her school's name in upper case on the computer. Which key on the keyboard should be ON so that she can do this?
14. Monica is trying to drag the taskbar from the bottom to the right of screen. But it is not moving. What should she do to make the taskbar move?
15. Gautam has to arrange the following computers according to size in ascending order (starting from the smallest) – Desktop, Netbook, Tablet, Laptop.
16. Which device should Anvesha use to do the following tasks on her computer? Identify whether the device is an input, processing, or output device.
 - i. To type text
 - ii. To draw a picture
 - iii. To listen to music