



Computer

Class Three (3)

Topic	Description	Resources & Exercises
Operating software	<p>Assess yourself by attempting the questions in the attached document under exercises. After completing your assignment, email it to the address provided.</p> <p>stmarysgrade3computer@gmail.com</p>	<p>1. Fill in the blanks with the correct words (desktop, double clicking, operating system, start, taskbar)</p> <p>a. When you switch on the computer, thegets loaded into the computer memory automatically.</p> <p>b. The screen that appears after the Windows operating system is called</p> <p>c. You can open any program on the desktop bythe left mouse button.</p> <p>d. The long horizontal bar at the bottom of the screen is called</p> <p>e. Thebutton is present at the left corner of the taskbar.</p> <p>2. Write true or false.</p> <p>a. UNIX is a multi-user operating system.</p> <p>b. A folder can only contain files.</p> <p>c. You cannot move the taskbar.</p> <p>d. The Start menu is divided into two pane.</p> <p>e. Click All Programs to get the complete list of programs.</p> <p>3. Write one word for the following.</p> <p>a. A software that helps the user to work with the computer.</p> <p>b. Small pictures on the desktop.</p> <p>c. A place to store any piece of information on the computer.</p> <p>d. A bar that can be moved to any of the four sides of the screen.</p> <p>e. A menu that can help you to open any program on your computer.</p> <p>5. Choose the correct option.</p> <p>a. The program that gets loaded when you switch on the computer. i. Paint ii. Logo iii. Game iv. Operating system</p> <p>b. What refers to the collection of programs that performs some task on a computer system? i. Hardware ii. Software iii. Group iv. None of these</p> <p>c. It is a horizontal bar and is usually present at the bottom of the screen. i. Start button ii. Taskbar iii. Menu bar iv. Programs</p> <p>d. It is present at the left corner of the taskbar and can help you start any program. i. Start button ii. Scroll bar iii. Menu bar iv. icons</p> <p>e. The number of panes in the Start menu are i. Three ii. Two iii. Four iv. One</p>



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Class Four (4)

Topic	Description	Resources & Exercises
<p>More about Windows 7</p>	<p>Assess yourself by attempting the questions in the attached document under exercises. After completing your assignment, email it to the address provided.</p> <p>stmarysgrade4computer@gmail.com</p>	<ol style="list-style-type: none"> 1. Fill in the blanks with the correct words. (desktop, icons, screen saver, wallpaper, Windows Explorer) <ol style="list-style-type: none"> a. When you switch on the computer and start Windows, the first screen that you see after the windows has loaded is called the b. The small pictures on the desktop are called c. The background image that you see on the desktop are called d. The image that you see when your computer is idle for a specified period of time is called the e. is a program that helps in viewing and managing files and folders. 2. Write true or false. <ol style="list-style-type: none"> a. The Personalization window helps you change the setting of the wallpaper. b. You can have your family photo as wallpaper. c. You can set the wait time for a screen saver. d. The right column of the Windows Explorer displays drives and folders. e. Once the folder is created, you cannot delete it. 3. Write one word for the following. <ol style="list-style-type: none"> a. It is used to store a group of files with data on the same or different subjects. b. Whatever you have on your computer is accessible from this icon. c. The window through which you can change the screen saver. d. This program helps in viewing and managing files and folders. e. To give a new name to an existing file. 5. Choose the correct options. <ol style="list-style-type: none"> a. The background image on the desktop of a computer is called i. Images ii. Icons iii. Desktop iv. Wallpaper b. An image seen on a computer when it is idle for a specified time. i. Wallpaper ii. Desktop iii. Screen saver iv. Icons c. Windows Explorer is divided into these many panes. i. Two ii. Three iii. Four iv. One d. Giving a new name to an existing file or folder. i. New ii. Rename iii. Copy iv. Move e. This command makes a duplicate of a file or folder. i. Copy ii. Move iii. Duplicate iv. None of these.

