

Class : IV

Worksheet : Lesson – 6 & 7

Subject : **Computer Science**

Date : / /

I . Fill in the blanks :

1. A _____ command is used to avoid repetition of commands.
2. The Copy command is available in the _____ menu.
3. The _____ command is used to reverse the previous command.
4. A _____ command is used to write text on the logo screen.
5. _____ on a word to select it.
6. To make changes, first _____ the text before performing any operation on it.
7. Blank lines can be inserted in an already existing document by pressing the _____ key.

II. State whether the following statements are √ or X :

1. You need not save your files before closing them. _____
2. The selected character gets highlighted as white characters on a black back ground. _____
3. You can not draw circles and curves using the REPEAT command. _____
4. MS Word can be used to type letters, paragraph ,etc. _____
5. A REPEAT command can be used within another REPEAT command. _____