

Computer Science Worksheet based on Summative Assessment 2 format

Class IV

Name _____

Syllabus for SA2: Ch. 2, 5, 6, 10 (four chapters)

Sec. _____

Roll No. _____

Paste your worksheet in the copy.

A) Fill in the blanks for the following :

1. A _____ is an optical storage media that can store upto 700MB of data.
2. A _____ is the main storage medium for computers.
3. _____ is the built-in memory designed to store data and instructions while the computer is working.
4. _____ includes typing, editing and formatting the text.
5. _____ and _____ options in the Edit menu are used to move the text from its original location to a new location.
6. _____ and _____ option is used to duplicate the text.
7. The _____ button is used to change the colour of the selected text.
8. A _____ is a collection of many web pages linked together.
9. Two or more computers connected together with cables to share information is called a _____.
10. A _____ is a program to visit webpages.

B) Encircle ONLY ONE correct option of the following :

1. The keyboard shortcut to close a document is _____.
(a) Alt + F4 (b) Ctrl + F4 (c) Alt + W (d) Ctrl + W
2. Which menu contains the Drop Cap option?
(a) File (b) Edit (c) Insert (d) Format
3. 1 Byte is equal to _____ Bits.
(a) 5 (b) 6 (c) 7 (d) None of these

C) Write the fullforms for the following :

1. DVD
2. TB
3. CPU
4. KB
5. WWW

D) Write the menu options and keyboard shortcuts for the following :

- | | | |
|---------------------|-------|-------|
| 1. New document | _____ | _____ |
| 2. Save a document | _____ | _____ |
| 3. Open a document | _____ | _____ |
| 4. Print a document | _____ | _____ |
| 5. Close a document | _____ | _____ |
| 6. Exit MS Word | _____ | _____ |

E) State True or False for the following:

1. The clipboard is a reserved place which stores data permanently.
2. To select the entire document, triple click in the selection area or press Ctrl + A.
3. Larry Page is regarded as the founder of WWW.
4. Mozilla Firefox is a browser which lets us to access web pages.
5. Misspelt words are indicated with bold letters.

F) Answer in one word or sentence for each of the following :

1. On which side of the taskbar we have the clock?
2. Which are the two binary numbers?
3. What is the use of a Pen Drive?
4. Write the steps to delete the text.
5. How will you select a paragraph?

G) Answer the following questions :

1. Write any 3 uses of internet.
2. What is the difference between center alignment and justify alignment?
3. What is the difference between copying the text and moving the text?
4. Which option from the Edit menu is used to delete the selected text?
5. What is a flash disk?

H) Write the storage capacity for the following memory devices:

1. Floppy Disk: _____
2. CD: _____
3. DVD: _____
4. Flash Drive: _____
5. Multimedia Card: _____
6. Hard Disk: _____