## SHREE VASISHTHA VIDHYALAYA

### Computer Worksheet 2024 - 2025

Name: _____           **Std: - I –** _____

Roll No. _____           Worksheet No: - TA1- 02           Date: -_____
_____

**Q-1    Fill in the blanks with the help of clue box.**

> 26,    five,    information,    ten,    Keyboard,    101 to105,    data

1)    _____ is one of the main part of the computer.

2)    There are _____ keys on the keyboard.

3)    The keys on the keyboard are mainly divided into _____ parts.

4)    There are _____ alphabets keys on the keyboard.

5)    There are  _____ numbers keys on the keyboard.

6)    'Sheena is in class - I ', is an example of_____.

7)    'Roll number 10', is an example of _____.

**Q-2    Write 'T' for true or 'F' for false.**

1)    The information is stored in computer memory.                    _____

2)    Computer has short memory than humans.                    _____

3)    There are 12 function keys on the keyboard.                    _____

4)    Enter key is used to move the cursor to the next line.                    _____

5)    Spacebar key is the longest key on the keyboard.                    _____

6)    There are three enter keys  on  the  keyboard.                    _____

7)    Human being remember his name, address and contact number by
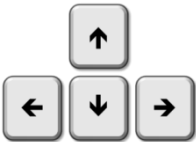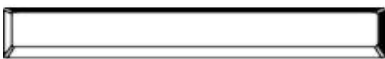     storing them in his memory.                    _____

**Q-3    Answer in one word.**

1) Pressing the left mouse button once is called _____.

2) What is located between the left and right mouse button _____.

3) Small arrow on the monitor screen is called _____.

4) Which key is used in combination with other keys? _____

**Q-4  Tick '✓' the correct answer.**

1)  A data is a collection of _____ words, numbers and images.

    a) unorganized          b) organized          c) both

2)  _____is the meaningful and organized form of data.

    a) Memory          b) Information          c) Keyboard

3)  _____remember their name and address.

    a) Animals          b) Humans          c) Both

4)  A computer stores information in its _____.

    a) memory          b) data          c) Information

5)  The main working of computer is to accept _____ from you.

    a) memory          b) information          c) data

6)  Caps lock key is an _____ key.

    a) Off          b) main          c) on/off

7)  If caps lock key is off _____ letters are typed.

    a) a, b, c          b) A,B,C          c) Both

**Q-5  Match the following.**

| **A** | **B** | **Ans.** |
|---|---|---|
| 1)  | a) Entry key | 1) - _____ |
| 2)  | b) Spacebar key | 2) - _____ |
| 3)  | c) Delete key | 3) - _____ |
| 4)  | d) Backspace key | 4) - _____ |
| 5)  | e) Caps Lock key | 5) - _____ |
| 6)  | f) Arrow key | 6) - _____ |