



SHREE VASISHTHA VIDHYALAYA

Computer Worksheet 2025-26

Roll No. :- _____

Worksheet No:- PA1 - 01

Std.:- III - _____

Date : - _____

Q-1 Fill in the blanks. **Microsoft, Restarting, Desktop, easy, folder**

- 1) Windows 10 is developed by _____.
- 2) MS windows operating system is _____ to use.
- 3) _____ the computer means it shuts down and starts up again immediately.
- 4) _____ is the main screen of the Windows 10.
- 5) A _____ is used to store a group of files.




Q-2 Write 'T' for true and 'F' for false.

- 1) Small pictures on the desktop are called icons. _____
- 2) Booting is not the function of an Operating System. _____
- 3) You can open the Start menu by pressing Ctrl key. _____
- 4) Windows 97 is the previous version of Windows 10. _____

Q-3 Tick '✓' the correct option.

- 1) _____ Menu can be opened by pressing Windows key on the keyboard.
a) Start b) File c) Edit
- 2) We can arrange the icons in alphabetical order on the desktop by using _____.
a) Auto arrange icons b) Sort by c) Moving an icon
- 3) _____ is used to search for items on your computer.
a) Start Menu b) Find & Replace c) Search Box
- 4) Which of the following is an operating system?
a) Windows b) Notepad c) Paint
- 5) The Start menu is divided into how many panes?
a) One b) Two c) Three
- 6) The process to restart a computer that is already on is called _____ booting.
a) cold b) warm c) hot
- 7) Double-clicking the _____ mouse button can open any program on the desktop.
a) Right b) left c) none of these

Q-4 Identify the following Icons and write their function.

Icon	Name of the icon	Function of the icon
a) 		
b) 		
c) 		

Q-5 Write down whether the following are Hardware or Software.

COMPONENTS

HARDWARE / SOFTWARE

- 1) Notepad
- 2) Operating system
- 3) Microphone
- 4) Paint
- 5) Keyboard

- a) _____
- b) _____
- c) _____
- d) _____
- e) _____

Q-6 Answer the following questions.

- Write any two methods to start an App in Windows 10.

Q-7 Application based question.

- Reema is frequently working on her laptop and has a messy desktop with lots of files and folders and different other Icons on it. Tell her how she can arrange the desktop Icon to make it organized.
