



# Shree Vasishtha Vidhyalaya

## Computer Worksheet (2026-27) **answer key**

Name :- \_\_\_\_\_

Std.:- III - \_\_\_\_\_

Roll No. :- \_\_\_\_\_ Worksheet No:- PA1-01

Date :- \_\_\_\_\_

### Ch:1 Windows operating system

#### Q-1 Fill in the blanks.

**Microsoft, apps, Restarting, Desktop, easy, folder**

- 1) Windows 10 is developed by Microsoft.
- 2) MS windows operating system is easy to use.
- 3) Restarting the computer means it shuts down and starts up again immediately.
- 4) Desktop is the main screen of the Windows 10.
- 5) A folder is used to store a group of files.
- 6) Sleep mode in Windows saves electricity and keeps apps open.

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

- 1) Small pictures on the desktop are called icons. **T**
- 2) Booting is not the function of an Operating System. **F**
- 3) You can open the Start menu by pressing Ctrl key. **F**
- 4) Windows 97 is the previous version of Windows 10. **F**
- 5) You can move an icon on the desktop by double clicking it. **F**

#### Q-3 Answer the following questions.

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

**Ans.:1. Using Start menu. 2. Using Search box**

#### Q-4 Application based question.


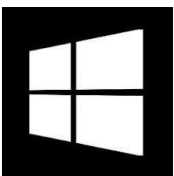

- Reema is frequently working on her laptop and has a messy desktop with lots of files and folders and different other Icons on it. Tell her how she can arrange the desktop Icon to make it organized.

**Ans.: Right click-> View-> Auto arrange icons**

**Q-5 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) What does GUI stand for?
  - a) Graphic User Interface
  - b) **Graphical User Interface**
  - c) General User Int
- 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
- 8) How can you move an icon?
  - a) Right click and move
  - b) **Click and drag with the mouse**
  - c) Double click

**Q-6 Identify the following Icons and write their function.**

Icon	Name of the icon	Function of the icon
a) 	<u>Recycle bin</u>	It stores the deleted files
		from your PC.
b) 	<u>Start icon</u>	It displays start menu.
c) 	<u>Network</u>	It shows whether you are connected
		to the network.