



SHREE VASISHTHA VIDHYALAYA.

Computer Worksheet 2026-27

Name : - _____

Std :- V - _____

Roll No. :- _____

Worksheet No : Term1-01

Date : - _____

Ch. 2 File Management- Windows, Ch.7 Programming Basics

Q-1 Tick the correct option.

- 1) Which program is used for viewing & managing files & folders?
a) Recycle Bin b) File Explorer c) Internet Explorer
- 2) The work done on a computer is stored in the form of a _____.
a) File b) Folder c) Sub-folder
- 3) _____ is used to search any file or folder from Hard-drive.
a) Find box b) Search box c) Both
- 4) _____ indicate the location of any file or folder on Hard-drive.
a) Status bar b) Address bar c) Title bar
- 5) The right pane of File explorer is known as:
a) Navigation pane b) Address bar c) Content Pane
- 6) Which of the following actions will permanently delete a file from the Recycle Bin?
a) Right-click and select "Restore" b) Drag the file to the Recycle Bin c) Empty the Recycle Bin
- 7) _____ language was used in the first generation of computers.
a) Cobol b) machine c) Fortran
- 8) Which of the following is not an advantage of a flowchart?
a) Better communication b) Improper documentation c) Systematic testing
- 9) A set of instruction that should be followed to perform a specific task to solve such as problem solving.
a) Algorithm b) Flowchart c) Pseudo code
- 10) A sequence of instructions that repeats itself a specified number of times until a particular condition is met.
a) loop b) condition c) sequence
- 11) In how many categories, computer languages are classified?
a) One b) Two c) Three
- 12) Which language does not need a translator?
a) Machine b) Assembly c) Natural
- 13) _____ converts source program to machine language.
a) Language processor b) Assembler c) None of these

Q-2 Fill in the blank.

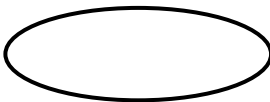
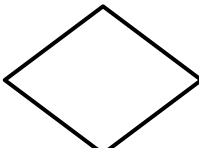
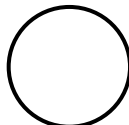
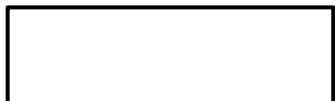
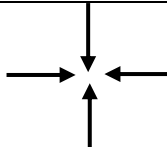
- 1) _____ is a collection of data and information.
- 2) A group of files save together under a common name is called a _____.
- 3) A _____ is a route to reach a particular folder or file in the drives.
- 4) _____ gives you free online storage for all your personal files.
- 5) Whenever you delete any file or folder, it goes into _____.
- 6) Machine language is also known as _____.
- 7) _____ language programs are machine-dependent.

Q-3 Write true or false.

- 1) The same name file can be saved at the same location in the computer. _____
- 2) You can restore file again after deleting from the Recycle bin. _____

- 3) Windows 10 searches only the documents. _____
- 4) Flow chart is a step-by-step procedure to solve any task. _____
- 5) Connector is used to join a part of a flowchart. _____
- 6) Direction of flow, in a flowchart, should be from top to bottom and left to right. _____

Q-4 Name the symbols given below.

Q-5 Draw the flowchart for given algorithm.

1. Algorithm:

- Step 1: Start
- Step 2: Take two sides
- Step 3: Calculate area by multiplying two sides
- Step 4: Print the area
- Step 5: Stop

2. Algorithm:

- Step 1: Start
- Step 2: Take two numbers
- Step 3: Multiply two numbers
- Step 4: Print the result
- Step 5: Stop

Q-6 Write the Shortcut keys for the following commands.

1) Rename		4) To select the address bar	
2) Create a new folder		5) To navigate to the Search field	
3) Delete file/folder		6) To open File Explorer	