

Instructions:

1. Answer all questions.
2. Write neatly and clearly.
3. Choose the correct option wherever required.

Section A – Multiple Choice Questions (20×1=20)

1. Which part of a computer is called the brain of the computer?
(a) Monitor (b) CPU (c) Keyboard (d) Mouse
2. Which device is used to type text? (a) Monitor (b) Keyboard (c) Speaker (d) Printer
3. Which of these is an output device? (a) Mouse (b) Keyboard (c) Monitor (d) Scanner
4. Which key is used to move to the next line while typing? (a) Shift (b) Enter (c) Ctrl (d) Alt
5. Which device is used to print documents on paper? (a) Printer (b) Scanner (c) Mouse (d) Speaker
6. Which of the following is an operating system? (a) Windows (b) Keyboard (c) Google (d) Printer
7. Which software is mainly used to type and edit documents?
(a) MS Word (b) Paint (c) Calculator (d) Media Player
8. Which software is used to make presentations?
(a) MS Word (b) MS PowerPoint (c) Paint (d) Notepad
9. Which software is useful for calculations and tables?
(a) MS Excel (b) Paint (c) WordPad (d) PowerPoint
10. What does WWW stand for?
(a) World Wide Web (b) World Web Window (c) Wide World Word (d) Web World Wide
11. Which device is commonly used to connect a computer to a network?
(a) Router (b) Keyboard (c) Printer (d) Monitor
12. Which symbol is commonly used in an email address? (a) # (b) @ (c) \$ (d) %
13. Which of these is a web browser? (a) Chrome (b) Windows (c) Excel (d) PowerPoint
14. Which key is used to erase the character to the left of the cursor?
(a) Enter (b) Backspace (c) Shift (d) Tab
15. Which of these is used to store data? (a) Hard disk (b) Monitor (c) Speaker (d) Keyboard
16. A computer virus is a type of _____. (a) game (b) harmful program (c) keyboard (d) printer
17. Which password is safer? (a) 123456 (b) password (c) Riya123 (d) T#8mP2@q

18. Which of these should you NOT share online?

(a) Favourite colour (b) Password (c) Favourite game (d) Hobby

19. Scratch is mainly used for _____. (a) coding (b) printing (c) scanning (d) typing only

20. Which command is used to make a copy of selected text? (a) Ctrl+X (b) Ctrl+C (c) Ctrl+V (d) Ctrl+Z

Section B – Fill in the Blanks (10×1=10)

21. The full form of CPU is _____.

22. A _____ is used to point and select items on the screen.

23. A monitor displays information on the _____.

24. MS Word is a _____ processing program.

25. MS Excel is used to work with _____ and calculations.

26. A collection of related files can be kept in a _____.

27. The Internet is a worldwide _____ of computers.

28. A secret word used to protect an account is called a _____.

29. We should use _____ passwords for online accounts.

30. Ctrl + V is used to _____ copied or cut content.

Section C – True or False (10×1=10)

31. CPU processes instructions and data.

32. A keyboard is an output device.

33. A printer produces a hard copy.

34. MS PowerPoint is used to create presentations.

35. We should share our password with strangers.

36. The Internet can be used for online learning.

37. A computer can work without any software.

38. A mouse is a pointing device.

39. We should open links from unknown people without checking them.

40. Ctrl + S is commonly used to save a file.

Section D – Very Short Answer Questions (10×2=20)

41. What is a computer?
42. What is hardware? Give two examples.
43. What is software? Give two examples.
44. What is the difference between input and output devices?
45. What is an operating system?
46. What is a file? What is a folder?
47. What is the Internet?
48. What is an email?
49. What is a computer virus?
50. Write any two rules for staying safe online.

Section E – Short Answer Questions (5×4=20)

51. Explain any four input devices.
52. Explain any four output devices.
53. Write four uses of MS Word.
54. Write four uses of the Internet for students.
55. Write four important cyber-safety rules.

Section F – Application, Reasoning & Practical Knowledge (4×5=20)

56. Answer the following: (5)

- (a) What is the use of Ctrl+C?
- (b) What is the use of Ctrl+V?
- (c) What is the use of Ctrl+X?
- (d) What is the use of Ctrl+S?
- (e) What is the use of Ctrl+Z?

57. Identify the device and write whether it is an Input or Output device. (5)

- (a) Keyboard
- (b) Monitor
- (c) Mouse
- (d) Printer
- (e) Scanner

58. Situation-Based Questions: (5)

Rohan receives an email from an unknown person asking for his password and home address.

- (a) Should Rohan reply?
- (b) Should he share his password?
- (c) What should he do with the email?
- (d) Whom can he tell about it?
- (e) Why should he be careful?

59. Match the following: (5)

A	B
(a) Keyboard	(i) Presentation
(b) MS Word	(ii) Pointing
(c) Mouse	(iii) Typing
(d) MS Excel	(iv) Documents
(e) PowerPoint	(v) Calculations