



Allied School

Sargodha Road Campus Fsd



Subject: Computer

Class: Three

Unit no 1

Q1.What are the two types of computer memories?

A.The two types of computer memories are:

RAM and ROM.

Q2.Name the parts of CPU?

A.Parts of a CPU: ALU,CU,MU.

Q3.Define computer?

A.Computer is an electronic machine that is used to generate information from data.

Q4.Name some software programs?

A.MS-Paint,LOGO, MS-Word,Notepad.

Q5.what is the function of ALU?

A.It performs all the arithmetic calculations and Logical operations.

Exercise

A.Choose the correct option.

1. A_____ is used to play games on the computer

(a) **joystick.** (b) printer. (c) printer

2. A_____ gives the result on paper.

(a) scanner. (b) **printer.** (c) monitor

3. A_____ is a permanent memory.

(a) RAM. (b) **ROM.** (c). MU

4. A_____ is a pointing device.

(a) scanner. (b) monitor. (c) **mouse**

5. A _____ is used to record your voice.

(a) speaker. (b). **Microphone.** (c) printer

B.Fill in the blanks

1. Printouts are also called_____. (Hard copies)

2. _____ is the largest key on the keyboard. (Spacebar)

3._____ is fixed inside the cpu box. (Hard disk)

4._____ is the set of instructions that runs on the computer. (Software)

5._____ controls all the functions of a computer system. (CPU)

6._____looks like a TV. (Monitor)

C. Write “T” for correct one and “F” for wrong ones.

1. F1, F2,.....F3 are number keys. (F)

2. A mouse looks like TV screen. (F)

3.:computer memory consist of three parts.(F)

4. Enter key is the longest key on the keyboard. (F)

5. Delete key is used to erase the character to the right of cursor. (T)

6. MS.paint and MS word are software programs. (T)

7. Shift key is used in combination of other keys. (T)

Unit no 2.Computer care

Answer these questions.

Q1.Define power button?

A.Power button used to switch ON or Switch OFF the computer.

Q2.what will happen if you sit too close to your monitor?

A.It harms your eyes.

Q3.why should you use the mouse properly?

A.Mouse use properly otherwise it will become faulty.

Q4.Why should you not push the computer table?

A.It disturbs the wire connections.

Q5.what do you mean by ‘Shutting down the computer ‘?

A.’Shutting down the computer ‘ means to close the computer.

Exercise

A.choose the correct option

- 1.you should keep the mouse on the_____
- (a) game pad. **(b) mouse pad.** (c) touch pad
- 2.Always sit_____ in your chair front of your computer
- (a) straight.** (b) bent. (c) lying
- 3._____ means to close the computer
- (a) open. **(b) shut down.** (c) drag
- 4._____ is used to switch on or switch off the computer
- (a) power button.** (b) open button. (c) move button

B. Fill in the blanks.

1. Always press the keys of keyboard_____.(gently)
- 2.you should not touch the_____ when the computer in ON.(wires)
3. You should keep your computer_____.(clean)
- 4._____ the computer after using it.(cover)
5. Do not _____or_____ in the computer room.(Eat,drink)

C.Write “T” for correct and “F” for wrong ones.

- 1.Listen carefully to your teacher. (T)
- 2.Sit very close to the monitor. (F)
3. Always go in a queue to the computer room. (T)
4. Touch the wires when power button is on. (F)
- 5.Do not eat or drink in the computer room. (T)
6. You should run interested computer lab. (F)
7. One can shout in the computer lab. (F)
8. You should not push the computer table. (T)

Unit#3. Introduction to MSwindow 7

Answer these questions.

Q1.write down the name of some icons present on desktop?

A.Desktop background, Taskbar, Clock, start button, run, shutdown.

Q2.Name some gadgets?

A. Calendar, clock, weather, picture, puzzle etc.

Q3. Define operating system?

A. An operating system is a software that carries out all the important Activities of the computer.

Q.4 what do you mean by shut down?

A. Shut down means to close all the programs on the computer.

Q5. What is the use of 'clock' gadget?

A. A clock is display the time.

Exercise

A. choose the correct option.

1. Small picture on desktop are called _____.
(a) items. (b) **icons**. (c) images
2. The button in the left corner of taskbar is called _____.
(a) **start**. (b) slide. (c) sun
3. Microsoft Windows 7 is an _____ system.
(a) online (b) **operating**. (c) offline
4. _____ is a gadget in window 7.
(a) cat. (b) car. (c) **clock**

B. Fill in the blanks.

1. The band present at the bottom of desktop is called _____. (Taskbar)
2. _____ means to close programs on computer. (Shut down)
3. A _____ is a set of instructions. (Software)
4. _____ are the tools to see the information. (Gadgets)
5. Window sign is the icon of _____ button. (Start)

C. Write “T” for correct and “F” for wrong ones.

1. Microsoft Windows is not an operating system. (F)
2. Clock and weather are gadgets in window 7. (T)
3. By double clicking an icon it gets opened. (T)
4. Date and time appear on the right corner of the Taskbar. (T)
5. An operating system controls the activities of the computer. (T)