

<b>C-16</b>	<h1>FORMATIVE ASSESSMENT - II</h1>	<h2>Class - V :: Computer Easy Learning</h2>	<div style="border: 1px solid black; border-radius: 50%; width: 100px; height: 100px; margin: 0 auto; display: flex; align-items: center; justify-content: center;"><h1 style="font-size: 40px; margin: 0;">25</h1></div>
<b>Lotus Computers Text Book</b>			
<b>Syllabus:</b> (Chapter : 3, 4) Pg. Nos : 25-53)	<b>Time : 1 Hour</b>	<b>Max. Marks : 25</b>	
<b>Name :</b>	<b>Class :</b>	<b>Section :</b>	<b>Roll No.</b>

**I. Answer the following questions. [5 x 2 = 10]**

- 1) Roshni has deleted her school project by mistake. She has to submit the project the next day to her teacher. Help Roshni to solve this problem.
- 2) Define indentation. Explain its types.
- 3) How can a file be renamed ?
- 4) Radha wants to set margins. Explain her the two methods to do so.
- 5) What are gadgets ? How can gadgets be added on the desktop ?

**II. Fill in the blanks. [5 x 1 = 5]**

- 1) The print option is present under the ..... tab.
- 2) ..... is an operating system.
- 3) Rahul wants to write  $x_2$ , he should use .....
- 4) ..... is an example of a gadget.
- 5) If you want to change the top margin, you will have to point to a margin boundary on the ..... ruler.

**III. Write 'T' for correct statements and 'F' for incorrect ones. [5 x 1 = 5 M]**

1. Icons are found on the desktop.
2. Words can be replaced only if they are incorrect.
3. Windows 7 has poor memory management.
4. The default page orientation of MS word document is landscape.
5. All the pages of a document can be previewed using print preview.

**IV. Choose the correct option.**

**[5 × 1 = 5 M]**

1. Using ..... the users will be taken to the desktop directly.

a) Jump list  b) Aero peek

c) Search box  d) Short cut

2. We can use ..... to write a particular word in place of a given word.

a) Find  b) Replace

c) Search  d) Any of these

3. .... gives information in detail about files and folders.

a) Gadgets  b) Windows Explorer

c) Application icon  d) None of these

4. The left and the right margins of a given document can be altered with the help of .....

a) tab stop  b) vertical ruler

c) Horizontal ruler  d) Any of these

5. Icons play an important role in :

a) GOI  b) GUI

c) GIU  d) GIO

