**Class - 4 :: Vikram Computer Studies**

Syllabus :
Text Book : (Lesson 1)
Page Nos. 5 - 15

25

Time : 1 Hour

Max.Marks: 25

Vikram
Text Book - 4

Name :

Section :

Roll No.

A. Answer the following questions.**[6 × 2 = 12 M]**

- 1) What is an IPO cycle ?
- 2) What is the use of a scanner ?
- 3) What is a webcam ?
- 4) Define the term input device. Name any two.
- 5) What is ALU ?
- 6) Write two differences between Dot Matrix printer and Inject printer.

B. Fill in the blanks with the words given in the box below.**[6 × 1 = 6 M]**

flash drive, laser, brain, output, microphone, keys

- 1) device display result that we get after processing.
- 2) CPU is also called the of computer.
- 3) A Keyboard contains a grid of buttons called
- 4) A Pen drive is also called
- 5) A is an audio input device.
- 6) The printers give very high quality output.

C. State 'T' for true and 'F' for false.**[6 × ½ = 3 M]**

- 1) The CPU manages all the jobs of a computer.
- 2) Keyboard is a pointing device.
- 3) Mouse is known as the brain of computer.
- 4) A computer system is made up of two types of devices.

5) RAM stands for Random Access Memory.

6) Storage devices are used to store information in the form of data.

D. Tick (✓) the correct option.

[4 × 1 = 4 M]

1) Which of these looks like a TV screen ?

a) CPU b) Mouse

c) Monitor d) Keyboard

2) The storage capacity of a DVD varies from

a) 4.2 GB to 17 GB b) 4.7 GB to 17 GB

c) 4.7 GB to 17.2 GB d) 4.8 GB to 18 GB

3) Which of the following keeps its content even when the computer is turn off.

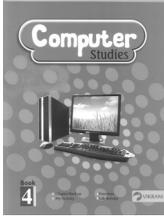
a) RAM b) ROM

c) Hard disk d) Pen drive

4) Which output device allows us to record sound.

a) Microphone b) Speaker

c) Monitor d) Laser printer

**Class - 4 :: Vikram Computer Studies**

Syllabus :
Text Book : (Lesson 2)
Page Nos. 16 - 26

25**Time : 1 Hour****Max.Marks: 25**

Vikram
Text Book - 4

Name :**Section :****Roll No.**

A. Answer the following questions.

[6 × 2 = 12 M]

- 1) Explain any three features of windows 10.
- 2) What do you know about cortana ?
- 3) What is the difference between a file and a folder ?
- 4) What are the steps to save a file ?
- 5) What is the use of shortcut ?
- 6) What is the use of this PC icon ?

B. Fill in the blanks with the words given in the box below.

[5 × 1 = 5 M]

File, Microsoft Corporation, File Explorer, Shortcut, Recycle Bin

- 1) Windows 10 is developed by File Explorer.
- 2) show all the files present in a computer.
- 3) The icon provides an easy and quick access to a program.
- 4) A is a group of similar information.
- 5) Deleted file or folder moves to

C. State 'T' for true and 'F' for false.

[4 × 1 = 4 M]

- 1) Only one desktop can be opened at a time in window 10.
- 2) This PC is similar to Network in Windows 7.
- 3) An operating system controls all the activities of a computer.
- 4) A shortcut provide link to a file or folder.

D. Tick (✓) the correct option.

[4 × 1 = 4 M]

1) Window 10 is developed by Microsoft on

- | | | | |
|-------------------|--------------------------|-------------------|--------------------------|
| a) July 25, 2016 | <input type="checkbox"/> | b) July 29, 2015 | <input type="checkbox"/> |
| c) August 5, 2014 | <input type="checkbox"/> | d) March 29, 2015 | <input type="checkbox"/> |

2) The first version of window operating system was

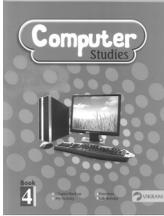
- | | | | |
|----------------|--------------------------|---------------|--------------------------|
| a) Windows 92 | <input type="checkbox"/> | b) Windows 93 | <input type="checkbox"/> |
| c) Windows 8.1 | <input type="checkbox"/> | d) Windows 95 | <input type="checkbox"/> |

3) Which of these is the shortcut key to copy a file ?

- | | | | |
|-----------|--------------------------|-----------|--------------------------|
| a) Ctrl+O | <input type="checkbox"/> | b) Ctrl+V | <input type="checkbox"/> |
| c) Ctrl+Z | <input type="checkbox"/> | d) Ctrl+C | <input type="checkbox"/> |

4) Which of the following contain shut down option.

- | | | | |
|------------------|--------------------------|------------|--------------------------|
| a) File Explorer | <input type="checkbox"/> | b) Power | <input type="checkbox"/> |
| c) All apps | <input type="checkbox"/> | d) Setting | <input type="checkbox"/> |

**Class - 4 :: Vikram Computer Studies**

Syllabus :
Text Book : (4 and 5 Lessons)
Page Nos. 36 - 56

25

Time : 1 Hour

Max.Marks: 25

Vikram
Text Book - 4

Name :

Section :

Roll No.

A. Answer the following questions.**[7 × 2 = 14 M]**

- 1) What do you mean by text formatting ?
- 2) Explain the types of alignments in MS Word.
- 3) What do you understand by Print previous option ?
- 4) What is the difference between bulleted and numbered list ? Write steps for creating bulleted list.
- 5) Write the steps to insert page number in a document ?
- 6) Write the steps to add word Art in a document.
- 7) Differentiate between superscript and subscript with example.

B. Application Based Question.**[1 × 2 = 2 M]**

- 1) Varsha is reading news on internet she found something important in it. So, she want to save it for future which feature should she use ? Write steps also.

C. Fill in the blanks with the words given in the box below.**[4 × 1 = 4 M]**

Cut and Paste, Alt+H, Top, Capital, bottom

- 1) Header and footer are printed at the or of each page in a document.
- 2) allows us to move the text from one place to another.
- 3) Uppercase means letters.
- 4) Press to open Home tab.

D. Tick (✓) the correct option.

[5 × 1 = 5 M]

1) Which of the following is a word processing software ?

a) MS Word

b) MS Excel

c) MS Power Point

d) MS Access

2) The shortcut key for copy is

a) Ctrl+V

b) Ctrl+A

c) Ctrl+C

d) Ctrl+H

3) Which of the following is superscript ?

a) H₂O

b) H₂O₂

c) H NO₃

d) (x+y)²

4) Which of the following is used in order of the list ?

a) Bullet

b) Numbering

c) Line Spacing

d) Word Art

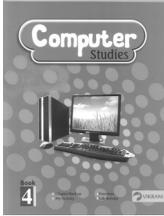
5) Which of the following can be inserted in header and footer ?

a) Date

b) Page number

c) File name

d) All of these



Class - 4 :: Vikram Computer Studies

Syllabus :
Text Book : (7 and 8 Lessons)
Page Nos. 69 - 87

25

Time : 1 Hour

Max.Marks: 25

Vikram
Text Book - 4

Name :

Section :

Roll No.

A. Answer the following questions.

[5 × 2 = 10 M]

- 1) Write the steps to create and save a presentation ?
- 2) Write the steps to open your presentation.
- 3) Write the steps to exit from PowerPoint.
- 4) How can you make changes in all slide ?
- 5) What is difference between rotating and resizing ? Give steps for rotating a picture.

B. Fill in the blanks with the words given in the box below.

[5 × 1 = 5 M]

Presentation, Status bar, Copy, Slide-master, Control

- 1) The features duplicate your file.
- 2) The layers can be modified by using view.
- 3) Text and object can be animated to their appearance in the slide.
- 4) is located below the title bar.
- 5) PowerPoint is used to create computer based

C. State 'T' for true and 'F' for false statements.

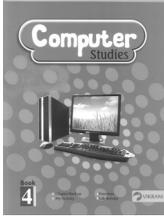
[10 × ½ = 5 M]

- 1) MS PowerPoint is a part of MS Word.
- 2) Title bar is located at the top of the screen.
- 3) The Ribbon has three parts.
- 4) Copy is similar to cut feature.

- 5) You may animate the text also.
- 6) We can insert a new slide in our presentation.
- 7) Alt+F4 is used to close PowerPoint.
- 8) Ctrl+M is used to close PowerPoint.
- 9) We cannot move object in PowerPoint.
- 10) Slide-master view is a special feature in PowerPoint.

D. Tick (✓) the correct option. [5 × 1 = 5 M]

- 1) Which of the following can be typed in text box ?
 - a) Title
 - b) Sub-title
 - c) Both
 - d) None
- 2) Which of the following can be rotated ?
 - a) Picture
 - b) Shapes
 - c) Text box
 - d) All of these
- 3) What is the shortcut key to save a presentation ?
 - a) Ctrl+O
 - b) Ctrl+C
 - c) Ctrl+V
 - d) Ctrl+S
- 4) Which of the following contains frequently used commands.
 - a) Ribbon
 - b) Quick Access tool bar
 - c) Status bar
 - d) Title bar
- 5) The pages in a presentation are called
 - a) Sheets
 - b) Slides
 - c) Documents
 - d) Ribbons



SUMMATIVE ASSESSMENT - I

Class - 4 :: Vikram Computer Studies

Syllabus :
Text Book : (1 to 3 Lessons)
Page Nos. 5 - 35

50

Time : 2½ Hours

Max.Marks: 50

**Vikram
Text Book - 4**

Name :

Section :

Roll No.

A. Answer the following questions.

[10 × 2 = 20 M]

- 1) Explain any three features of Windows 10.
- 2) What is the difference between a file and a folder ?
- 3) What are the steps to save a file ?
- 4) What is the use of the PC icon ?
- 5) Write two differences between Dot Matrix printer and Inject printer.
- 6) Define the term input device. Name any two.
- 7) What is scratch ? Explain the main features of scratch.
- 8) What is the purpose of the Script Area ?
- 9) How do you add a new sprite ?
- 10) How to open scratch ?

B. Fill in the blanks with the words given in the box below.

[10 × 1 = 10 M]

**Sprite 1, Recycle Bin, File Explorer, Shortcut, Scratch, Visual,
Laser, Microphone, Brain, Keys**

- 1) CPU is also called the of Computer.
- 2) A Keyboard contains a grid of buttons called
- 3) A is an audio input device.
- 4) The printers give very high quality output.
- 5) Scratch is a free Programming language.
- 6) is used to create games, animations and creative stories.

- 7) By default the name of your sprite is
- 8) show all the files present in a computer.
- 9) The icon provides an easy and quick access to a program.
- 10) Deleted file or folder moves to

C. Application Based Questions.

[5 × 2 = 10 M]

- 1) Aniket loves to play guitar while working on his scratch project. He wants to play the sound of guitar. Help him by suggesting the appropriate block to do the same.
- 2) Isha has completed her computer project and saved it in a folder project ? She wants to rename the folder as "Isha-Project". What are the steps she should follow ?
- 3) Pooja has created a no.of files on her school project and stored them on the desk-top. She wants to keep all the relevant project files in a folder, but she has forgotten the way to create a new folder. Help her to create a folder.
- 4) Neha lost her mouse but she wants to play game in computer. Help her in doing so.
- 5) Asha has lost her computer notebook in the class and the next day she has to appear for a test. Which device will you suggest her to use so that she can take the photo copy of the chapters from her notebook.

D. Tick (✓) the correct option.

[5 × 1 = 5 M]

- 1) Scratch is used to create

a) games <input type="checkbox"/>	b) animations <input type="checkbox"/>
c) stories <input type="checkbox"/>	d) all of these <input type="checkbox"/>
- 2) The Y value of the stage can range from

a) 250 to – 250 <input type="checkbox"/>	b) 180 to – 180 <input type="checkbox"/>
c) 120 to – 120 <input type="checkbox"/>	d) 210 to – 210 <input type="checkbox"/>
- 3) Which of the following is present in block palette ?

a) Rotate <input type="checkbox"/>	b) Flag <input type="checkbox"/>
c) Motion <input type="checkbox"/>	d) Stage <input type="checkbox"/>

4) The collection of related information is called a

- a) File b) Setting
c) Power d) Cortana

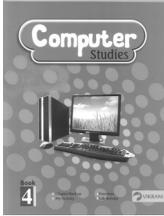
5) The storage capacity of a DVD varies from

- a) 4.2 GB to 17 GB b) 4.7 GB to 17 GB
c) 4.7 GB to 17.2 GB d) 4.8 GB to 18 GB

E. State 'T' for true and 'F' for false.

[10 × ½ = 5 M]

- 1) Stage is the main working area where the sprite moves and performs actions.
- 2) Blocks Palette contains eight blocks.
- 3) Red circle at the corner of scratch window is work as enter button.
- 4) Scratch supports for resolution as small as 800 - 600.
- 5) A shortcut provide link to file or folder.
- 6) Only one desktop can be opened at a time in Window 10.
- 7) An operating system controls all the activities of a computer.
- 8) A shortcut provide link to a file or folder.
- 9) A computer system is made up of two types of devices.
- 10) Keyboard is a pointing device.

**Class - 4 :: Vikram Computer Studies**

Syllabus :
Text Book : (1 to 6 Lessons)
Page Nos. 5 - 68

50

Time : 2½ Hours

Max.Marks: 50

Vikram
Text Book - 4

Name :

Section :

Roll No.

A. Answer the following questions.**[10 × 2 = 20 M]**

- 1) Write the steps for using shapes tool ?
- 2) What is drip magic effect ? How it is used in a drawing ?
- 3) Write steps of using real rainbow effect.
- 4) Define the term input device. Name any two.
- 5) What is an IPO cycle ?
- 6) What is the difference between a file and a folder ?
- 7) What do you know about cortana ?
- 8) What is scratch ? Explain the main features of scratch.
- 9) How will you copy and paste a textile ?
- 10) What is difference between bulleted and numbered list ? Write steps for creating a numbered list.

B. Application Based Questions.**[3 × 2 = 6 M]**

- 1) Vishal is making a drawing in tux paint. Suddenly he find something wrong in the drawing. He wants to delete the unwanted things suggest him the steps to do so.
- 2) Rohit is making a project in MS Word. He wants to apply blue colour to the page. Help him in doing so, also write steps.
- 3) Ananya is typing a paragraph on "Diwali" in MS Word. She wants to make the heading bold and highlighted important points with different colours. Help her in doing so.

4) The Y value of the stage can range from

- a) 250 to – 250 b) 180 to – 180
c) 120 to – 120 d) 210 to – 210

5) Which of the following is an output device ?

- a) Monitor b) Key board
c) Plotter d) Scanner

6) Which of the following keeps its content even when the computer is turn off ?

- a) RAM b) ROM
c) Hard disk d) Pen drive

7) Which of the following is superscript ?

- a) H₂O b) H₂O₂
c) HNO₃ d) (x+y)²

E. State 'T' for true and 'F' for false statements.

[8 × ½ = 4 M]

- 1) Grass Effect is used to delete unwanted part of drawing.
2) Alt + F4 is short cut key to exit Tux Paint.
3) Page number can be inserted from header and footer group.
4) Changing the colour of text is to make it dull.
5) Block palette contains eight blocks.
6) This PC is similar to Network.
7) Scratch supports for resolution `1as small as 800 - 600.
8) Formatting makes your document attractive.

F. Match the following.

[6 × ½ = 3 M]

1) Edge Effect

a)



2) Foam Effect

b)



3) Grass Effect

c)



4) Real Rainbow Effect

d)



5) Wave Effect

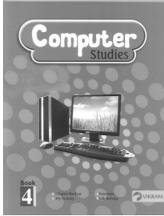
e)



6) Noise Effect

f)





Class - 4 :: Vikram Computer Studies

Syllabus :
Text Book : (1 to 9 Lessons)
Page Nos. 5 - 96

50

Time : 2½ Hours

Max.Marks: 50

Vikram
Text Book - 4

Name :

Section :

Roll No.

A. Answer the following questions.

[10 × 2 = 20 M]

- 1) Write the steps to create and save a presentation ?
- 2) Differentiate between superscript and subscript with example.
- 3) What is difference between rotating and resizing ? Give steps for rotating a picture.
- 4) What is multimedia ?
- 5) Name five components of multimedia.
- 6) What is an IPO cycle ?
- 7) What is the use of a scanner ?
- 8) What do you know about cortana ?
- 9) What is the purpose of the Script Area ?
- 10) What is drip magic effect ? How it is used in a drawing ?

B. Fill in the blanks with the words given in the box below.

[10 × 1 = 10 M]

e-mail, website, control, Alt+F4, open dialog,
capital, calibri, visual, recycle bin, brain

- 1) The slide button is present in the
- 2) Scratch is a free programming language.
- 3) Deleted file or folder moves to
- 4) CPU is also called the of computer.
- 5) Default text alignment in MS Word is called the
- 6) We can close power point by pressing

- 7) Uppercase means letters.
- 8) World Wide Web is a collection of various
- 9) Internet is used to send message through
- 10) Text and object can be animated to their appearance in the slide.

C. Application based questions.

[3 × 2 = 6 M]

- 1) Rohit's father wants to book train tickets through the internet. He asks Rohit to open the website of Indian Railways. How will Rohit open it and help his father to book tickets online.
- 2) Aniket loves to play guitar while working on his scratch project. He wants to play the sound of guitar. Help him by suggesting the appropriate block to do the same.
- 3) Varsha is reading news on internet. She found something important in it. So, she want to save it for future which feature should she use ? Write steps also.

D. State 'T' for true and 'F' for false statements.

[8 × ½ = 4 M]

- 1) A website is a special program to access information.
- 2) URL stands for Uniform Resource Locator.
- 3) A web browser have two parts.
- 4) An operating system controls all the activities of a computer.
- 5) You can go to back slide by pressing left cursor key.
- 6) Ctrl+M is used to close PowerPoint.
- 7) In PowerPoint you may animate the text also.
- 8) RAM stands for Random Access Memory.

E. Tick (✓) the correct option.

[5 × 1 = 5 M]

1) Uniform Resource locator is the address of

- | | | | |
|-------------|--------------------------|--------------|--------------------------|
| a) Bookmark | <input type="checkbox"/> | b) Hyperlink | <input type="checkbox"/> |
| c) Website | <input type="checkbox"/> | d) ISP | <input type="checkbox"/> |

2) ISP is stands for

- | | | | |
|-----------------------|--------------------------|------------------------------|--------------------------|
| a) Inter Service Post | <input type="checkbox"/> | b) Internet Service Provider | <input type="checkbox"/> |
| c) Google chrome | <input type="checkbox"/> | d) All of these | <input type="checkbox"/> |

3) The pages in a presentation are called

- | | | | |
|--------------|--------------------------|------------|--------------------------|
| a) Sheets | <input type="checkbox"/> | b) Slides | <input type="checkbox"/> |
| c) Documents | <input type="checkbox"/> | d) Ribbons | <input type="checkbox"/> |

4) We can format our document by using which group ?

- | | | | |
|---------------|--------------------------|--------------------|--------------------------|
| a) Font group | <input type="checkbox"/> | b) Paragraph group | <input type="checkbox"/> |
| c) Both | <input type="checkbox"/> | d) None of them | <input type="checkbox"/> |

5) Shift+Control+Escape key is used to

- | | | | |
|-------------------|--------------------------|----------------------|--------------------------|
| a) Open tux Paint | <input type="checkbox"/> | b) Save your drawing | <input type="checkbox"/> |
| c) Quit tux Paint | <input type="checkbox"/> | d) None of these | <input type="checkbox"/> |

F. Match the following.

[5 × 1 = 5 M]



Internet



Chatting

Modem



Video Sharing Service

ISP

