

SESSION : 4

CLASS : IV

SUBJECT : COMPUTER

CHAPTER NUMBER:2

CHAPTER NAME :MANAGING FILS AND FOLDERS

SUBTOPIC :BRAIN DEVELOPER

CHANGING YOUR TOMORROW

LEARNING OBJECTIVE :

To enable the students to answer exercise questions.

A. Fill in the Blanks

1. When we switch on a PC, the first screen that appears on a monitor is known as the **Desktop**.
2. The search tool **Cortana** can also be used to play music and videos.
3. The **All apps** option at the bottom of the left pane of the start menu displays all the apps and programs.
4. The **Shortcut** icon provides an easy and quick method to open any application or software.
5. **File Explorer** provides detailed information about files, folders, and drives.

B. State True or False.

1. In Windows 10, only one desktop can be opened at a time.(**False**)
2. An operating system controls all the activities of a computer.(**True**)
3. Right clicking on any icon will display 'personalize' option at the bottom of the displayed list.(**False**)
4. cortana Is an in-built feature of Microsoft edge. (**True**)
- 5 The shortcut menu Is also called the Context menu. (**True**)

Application based questions.

- Mehak has created a number of files on her school project and stored them on the desktop . She wants to keep all the relevant project files In folder, but she has forgotten the way to create new folder. Help her to create a folder.

Ans:To create folder right click on the desktop. Choose **New** option. Click Folder option. Type a folder name for the folder.

- Saurabh has created a folder for his Science project and saved it on his computer. But now he wants to rename it. Help him to do so.

Ans:To rename right click on the file/folder. Choose the rename option from the shortcut menu. Type the new name.

A. Multiple choice questions.

1. Windows is auser interface software.

a. Graphical(✓)

b. Character

c.word

2. AIs a collection of relevant files stored together On some storage device.

a. Icon

b. Folder(✓)

c. Desktop

3.is the default browser of Windows 10.

a. Internet Explorer

b. Microsoft Edge (✓)

c. Google Chrome

4.displays the number of selected items and their total size.

a. Status Bar (✓)

b. Toolbar

c. Menu bar

B. Answer in one word or one sentence

Name the application that provides all kinds of paid and free apps.

Ans: Windows Store

Which option of context menu is used to change the desktop background?

Ans: Personalize

Which option displays the basic information about an icon?

Ans: Properties

Name the area of File Explorer that displays the most common properties associated with the selected file.

Ans: Details pane

Answer the following

1. Explain any two features of Windows 10.

Ans: Search tool-Cortana:

Windows 10 has a refined and powerful search tool 'Cortana' which allows you to search information on the system or on web.

Support multiple desktops:

Windows 10 has a new 'Task View' button on the taskbar which provides the ability to open multiple desktops at the same time.

LEARNING OUTCOME:

Students will learn how to answer exercise questions.

GAME:

<https://wordwall.net/resource/6978047>

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