

# DELHI PUBLIC SCHOOL, JAMMU

## SESSION 2019-2020

### REVISION SHEET( FINAL EXAMINATION)

Topics: Ch:7 (Microsoft Word 2010),Ch:8 (Log on To Logo) and Ch:9 (Using Primitives)

Class : III

SUB:- COMPUTER

#### SECTION A

#### Q1. Multiple Choice Questions:

- (1) The \_\_\_\_ area is used for typing and editing text.  
(a) working                      (b) desktop                      (c) document
- (2) The short cut key to print a document is \_\_\_\_\_.  
(a) Ctrl + O                      (b) Ctrl + P                      (c) Ctrl + S
- (3) The shape of the turtle is \_\_\_\_\_.  
(a) circular                      (b) triangular                      (c) rectangular
- (4) The Logo commands are called \_\_\_\_\_.  
(a) primitives                      (b) turtle                      (c) Language
- (5) ST command is used to make the turtle \_\_\_\_\_ on the screen.  
(a) appear                      (b) reappear                      (c) none of these
- (6) Which command is used to move the turtle in the forward direction?  
(a) Forward                      (b) Backward                      (c) Home
- (7) The extension of a saved file in MS Word 2010 is \_\_\_\_\_.  
(a) .doc                      (b) .dos1                      (c) .docx
- (8) Which button is used to execute the commands on logo?  
(a) reset                      (b) halt                      (c) execute
- (9) How many sections are does the commander window has?  
(a) one                      (b) two                      (c) three

(10) Which is the Home position of a turtle?

(a) Centre

(b) Left

(c) Bk

### **SECTION B**

**Q2. Very Short Answers :-**

1. Which command is used to lift up the pen from the screen?
2. What is the full form of Logo?
3. How many scroll bars are there in MS Word?
4. Which command will bring the turtle to its home position after clearing the graphics and the text from the screen?
5. Which toolbar consists of buttons to access the commonly used commands?

### **SECTION C**

**Q3. Short Answers: -**

1. What is Ribbon?
2. What is Logo?
3. What is turtle?
4. Name the components of Microsoft word window.
5. What is short cut key of pen up , pen down and clear screen command?
6. What is HT command?

### **SECTION D**

**Q4. Long Answers:-**

1. What is clean command?
2. Difference between pen up and pen down command.
3. How will you save a file in MS Word?