

Kendriya Vidyalaya IIM, Lucknow
Half yearly Exam (2019-20)
Subject- Computer
Class- V

Name-.....

Class..... Sec.....

Roll No.....

Date and Day

Sign. of invigilator.....

Obtained Marks-

Total Marks- 20

Time- 1 hour

Grade

Sign. of Examiner.....

A. Multiple choice questions:

(6x1)

1. output device is used to give output in form of hard copy.?
a. Printer b. Speaker c. Monitor
2. is a Primary Memory.
a. RAM b. ALU c. CU
3. Click on to use Table menu.
a. Home Tab b. Insert Tab c. View tab
4. The Word application opens a blank document with the name
a. Presentation 1 b. Document 1 c. Book 1
5. The Shortcut Key for Copy command is
a. Ctrl+Z b. Ctrl+C c. Ctrl+V
6. Click on to fill the colour in table cells in M.S. word 2007.
a. Design Tab b. Layout Tab c. Review Tab

B. State true(v) or false(x):

(6x1)

1. You can print your document using **Ctrl+P** key combination.
2. The Sort-cut key to close a document **Ctrl+W** .
3. RAM data stores permanently.
4. 0s and 1s are called Binary digits or Bits.
5. To select a paragraph, double-click in left margin of paragraph.
6. Monitor is processing device.

C. Descriptive Questions:

(4x2)

1. How to open M.S. Word. Write steps.

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2. How to select Whole document of M.S Word.

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3. How to insert a row in the table? Write steps.

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4. What is M.S. Word.

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