

INTERNATIONAL INDIAN SCHOOL BURAIDAH
Class 5 Computer Practice Sheet for Term-1

A) Fill in the blanks

1. The **TASKBAR** located at the bottom of the desktop screen.
2. The **TAB** key is used to move the cursor to the adjoining cell of a table.
3. **FORMATTING** controls the overall appearance of a table.
4. **SPLITTING** a cell means dividing the selected cells into separate cells.
5. The **QUICK TABLES** option is used to insert a predesigned table in a word document.

B) True/False

6. You cannot resize a live tile. F
7. The first GUI, addition of Windows operating system was introduced in 1988. F
8. Press the Shift + tab key to move to the next cell. T
9. The Formula option is available on the Layout tab. T
10. Clicking on the Table Move Handle will select the entire table. F

C) Select the correct option

11. Which of the following applications of Windows 10 provides a bundle of the updated apps
a. Microsoft Store b. Cortana c. Search Bar.
12. _____ is an example of the third-generation computers.
a. Altair b. IBM 1400 c. IBM PC
13. Which function key is used to update the total in a cell.
a. F7 b. F8 **c. F9**
14. The pictures option is present on the _____ tab.
a. Layout **b. Insert** c. Home
15. Which of the following combines multiple cells into a single large cell?
a. Split Cells **b. Merge Cells** c. Both a and b