



Unit 2 • Information and Communication Technology: mobile phones and computers

Name _____ Class _____ Roll no. _____ Date _____ Marks _____ / 28

1 Key words

[4]

Fill in the blanks with words from the box. Two words in the box are not needed. Each blank carries 0.5 mark.

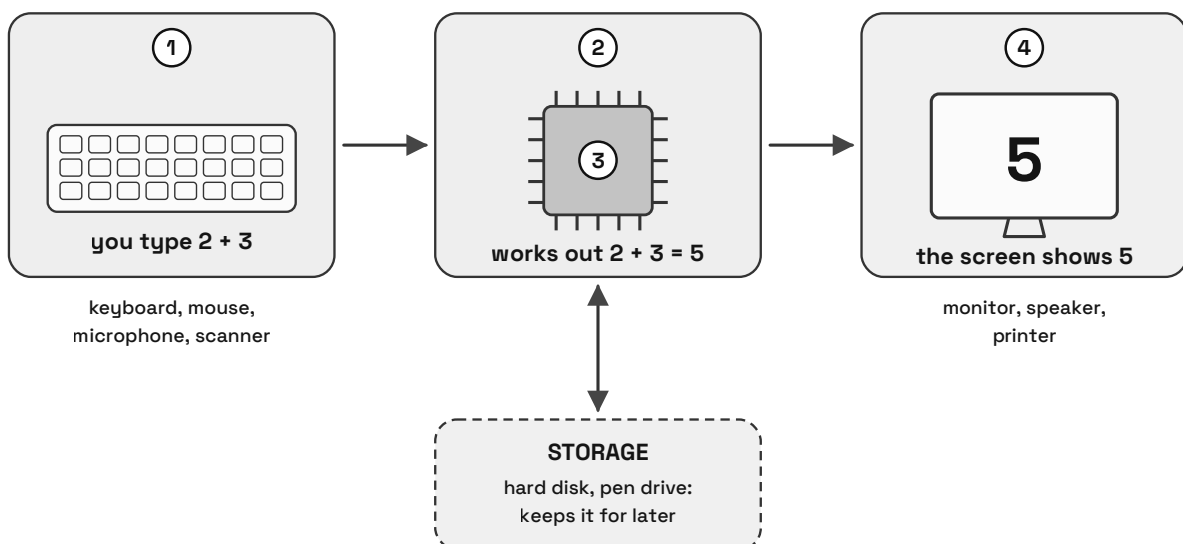
cell columns computare CPU hardware monitor multimedia software storage
workbook

The word computer comes from the Latin word _____, which means “to calculate”. The parts of a computer that we can see and touch are called _____. A collection of programs is called _____. Data is processed in the _____. Keeping useful work safely to use again later is called _____. A spreadsheet is made up of many rows and _____, and the box where a row and a column cross is a _____. A combination of text, pictures, sound, animation and video is called _____.

2 Label the diagram

[2]

The diagram shows how a computer works. Write the names of the parts numbered 1 to 4. Each carries 0.5 mark.



1. _____ 2. _____
3. _____ 4. _____



3 True or false

[2]

Write “true” or “false” after each statement. Each carries 0.5 mark.

- i. The keyboard is an input device.
- ii. The monitor is an input device.
- iii. A computer works on the IPO principle.
- iv. PowerPoint is also called a worksheet.

4 Multiple choice

[5]

Choose the correct option for each of the following questions.

- i. Which part of the body is most affected by long use of a smartphone? [1]
 - a. the eyes
 - b. the brain
 - c. the backbone
 - d. the stomach
- ii. In which order does a computer work? [1]
 - a. input, output and processing
 - b. input, processing and output
 - c. output, input and processing
 - d. output, processing and input
- iii. What is B5 in Microsoft Excel? [1]
 - a. a row and a column
 - b. a column and a row
 - c. the cell in the second column and the fifth row
 - d. the cell in the fifth column and the second row
- iv. Which key starts a PowerPoint slide show in full screen? [1]
 - a. Esc
 - b. F5
 - c. Ctrl + S
 - d. Tab
- v. After Copy and Paste, where is the copied word? [1]
 - a. only in the new place
 - b. in both the old place and the new place
 - c. only in the old place
 - d. nowhere: it was deleted

5 Very short answers

[3]

Write very short answers to the following questions.

- a. Name any two storage devices. [1]

- b. What is the address of the cell in column C and row 4 of a spreadsheet? [1]

- c. Which keys are pressed together to copy a selected word? [1]



6 Short answers

[6]

Write short answers to the following questions.

- a. Write any two differences between hardware and software.

[2]

- b. Are laptops, desktops, tablets, iPads and smartphones all computers? Why?

[2]

- c. Write any two precautions to take while using smartphones and computers.

[2]

7 Long answer

[4]

Write a long answer to the following question.

Explain the input, processing, output and storage devices of a computer, with examples.

8 Think

[2]

Think, then answer.

A class list has the students' names in column A and their marks in column B. Sujan selects only column A and sorts it from A to Z. What goes wrong? How should he sort it?



9 Activity: Input, output or storage?

(not marked)

Look at a computer in your school. Write whether each device is an input, output or storage device.

Device	Input, output or storage?	Device	Input, output or storage?
keyboard		printer	
mouse		pen drive	
monitor		microphone	
speaker		hard disk	

Name one device that is both an input and an output device.

