Name: _____

1. What is Microsoft word?

_____

2. Name the following computer parts.

3. Outline five places where computers are used.

i)   _____   iv)   _____

ii)   _____   v)   _____

iii)   _____

4. Outline the uses of each of the following computer parts.

a) Keyboard _____

b) Mouse _____

c) Monitor _____

5. Name any four special buttons found on a keyboard.

i)   _____   iii)   _____

ii)   _____   iv)   _____

6. List down the steps taken to switch on a computer

i)   _____

ii)   _____

iii)   _____

iv)   _____

7. Name four uses of Microsoft word

_____

_____

_____

_____

8. Outline three different types of computers you know

_____

_____

_____

9. Give four rules of a computer laboratory

_____

_____

_____

_____

10. Name the parts of a mouse

_____

_____

_____

11. List down four uses of a computer

_____

_____

_____

_____

12. Outline the steps taken to switch off a computer

_____

_____

_____

_____

13. Give two uses of a smart phone as a type of mobile computer

_____

_____

14. How many parts make up a computer set?

_____

15. How many parts does a mouse have?

_____