

# **Information and Communication Technology**

## **Workbook Grade 7**

Educational Publications Department

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## The National Anthem of Sri Lanka

Sri Lanka Matha

Apa Sri Lanka Namō Namō Namō Namō Matha

Sundara siri barinee, surendi athi sobamana Lanka

Dhanya dhanaya neka mal palaturu piri jaya bhoomiya ramya

Apa hata sepa siri setha sadana jeewanaye matha

Piliganu mena apa bhakthi pooja Namō Namō Matha

Apa Sri Lanka Namō Namō Namō Namō Matha

Oba we apa vidya

Obamaya apa sathya

Oba we apa shakthi

Apa hada thula bhakthi

Oba apa aloke

Apaga anuprane

Oba apa jeevana we

Apa mukthiya oba we

Nava jeevana demine, nithina apa pubudukaran matha

Gnana veerya vadawamina regena yanu mana jaya bhoomi kara

Eka mavakage daru kela bevina

Yamu yamu vee nopama

Prema vada sema bheda durerada

Namō, Namō Matha

Apa Sri Lanka Namō Namō Namō Namō Matha

அபி வெழி லக மலகடு டுருவோ  
லக நலசெகி வெசெனா  
லக லாருகி லக ருடெருசு வீ  
அப கசு குல டுலனா

லருவீனி அபி வெழி லாஸுரு லாஸுருசோ  
லக லெச லகி லுலெனா  
லீலந் லன அப மெம நலசெ  
லாடென சிடெசு டுலு வீ

லுமல ம மெந் கருனா குனெனி  
வெலி லமகி டுலீனி  
ருந் லீல லுலு நொ ல லெச ம டு ல லுலனா  
கிசு கல நொம டுருனா

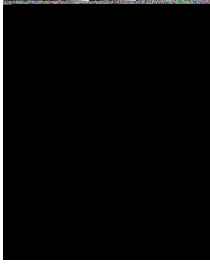
**அனனட லமருகென**

ஒரு தாய் மக்கள் நாமாவோம்  
ஒன்றே நாம் வாழும் இல்லம்  
நன்றே ஁டலில் ஁டும்  
ஒன்றே நம் குருதி நிறம்

அதனால் சகோதரர் நாமாவோம்  
ஒன்றாய் வாழும் வளரும் நாம்  
நன்றாய் இவ் இல்லினிலே  
நலமே வாழ்தல் வேண்டுமன்றோ

யாவரும் அன்பு கருணையுடன்  
ஒற்றுமை சிறக்க வாழ்ந்திடுதல்  
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யான்று மழியாச் செல்வமன்றோ.

**ஆனந்த சமரக்கோன்  
கவிதையின் பெயர்ப்பு.**



Being innovative, changing with right knowledge  
Be a light to the country as well as to the world.

### **Message from the Hon. Minister of Education**

The past two decades have been significant in the world history due to changes that took place in technology. The present students face a lot of new challenges along with the rapid development of Information Technology, communication and other related fields. The manner of career opportunities are liable to change specifically in the near future. In such an environment, with a new technological and intellectual society, thousands of innovative career opportunities would be created. To win those challenges, it is the responsibility of the Sri Lankan Government and myself, as the Minister of Education, to empower you all.

This book is a product of free education. Your aim must be to use this book properly and acquire the necessary knowledge out of it. The government in turn is able to provide free textbooks to you, as a result of the commitment and labour of your parents and elders.

Since we have understood that the education is crucial in deciding the future of a country, the government has taken steps to change curriculum to suit the rapid changes of the technological world. Hence, you have to dedicate yourselves to become productive citizens. I believe that the knowledge this book provides will suffice your aim.

It is your duty to give a proper value to the money spent by the government on your education. Also you should understand that education determines your future. Make sure that you reach the optimum social stratum through education.

I congratulate you to enjoy the benefits of free education and bloom as an honoured citizen who takes the name of Sri Lanka to the world.

---

**Akila Viraj Kariyawasam**  
**Minister of Education**

## Foreword

The educational objectives of the contemporary world are becoming more complex along with the economic, social, cultural and technological development. The learning and teaching process too is changing in relation to human experiences, technological differences, research and new indices. Therefore, it is required to produce the textbook by including subject related information according to the objectives in the syllabus in order to maintain the teaching process by organizing learning experiences that suit to the learner needs. The textbook is not merely a learning tool for the learner. It is a blessing that contributes to obtain a higher education along with a development of conduct and attitudes, to develop values and to obtain learning experiences.

The government in its realization of the concept of free education has offered you all the textbooks from grades 1-11. I would like to remind you that you should make the maximum use of these textbooks and protect them well. I sincerely hope that this textbook would assist you to obtain the expertise to become a virtuous citizen with a complete personality who would be a valuable asset to the country.

I would like to bestow my sincere thanks on the members of the editorial and writer boards as well as on the staff of the Educational Publications Department who have strived to offer this textbook to you.

**W. M. Jayantha Wickramanayaka,**  
Commissioner General of Educational Publications,  
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2019.04.10

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# 01

## Central Processing Unit

### Activity 1.1

01. What is mean by the term CPU?

- A. Operating System
- B. Central Proccessing Unit
- C. Application Software
- D. Arithmetic and Logic Unit

02. What is central processing unit?

.....  
.....

### Activity 1.2

01. Name the main parts of central processing unit and briefly describe the function of those.

- .....
- .....
- .....
- .....
- .....



- .....  
.....  
.....  
.....  
.....
- .....  
.....  
.....  
.....  
.....

02. Consider the following sentences Put tick " ✓ " for correct sentences and cross " ✕ " for incorrect sentences.

- (i) Central processing unit holds all the Information, that is currently using in memory registers. ( )
- (ii) Operating system is a main part of central processing unit. ( )
- (iii) Central processing unit is running on the background when ever any task is performed by the computer. ( )
- (iv) Clock speed is measured in hertz ( )
- (v) Control unit is a part of central processing unit ( )
- (vi) Central processing unit is a digital circuit ( )
- (vii) Control unit performs arithmetic operations ( )
- (viii) Central processing unit is located on the computer mother board ( )



### Activity 1.3

01. Complete the following table related to evolution of the central processing unit

	Technology used	Electricity Consumption	Unit which measures processing speed
<b>First Generation</b>	Vacuum tube		
<b>Second Generation</b>			
<b>Third Generation</b>			
<b>Fourth Generation</b>			

02. Name the technology used to construct the central processing unit for following computers



.....



.....



.....



## 02

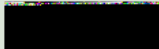


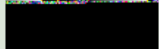


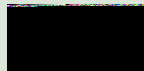

## Operating System

### Activity 2.1

01. List five tasks performed by the operating system.

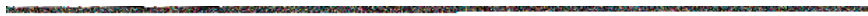
- .....
- .....
- .....
- .....
- .....

02. Match the following operating systems with its commercial Logo.

- |    |   |                         |
|----|---|-------------------------|
| A. |   | Apple Macintosh / MC OS |
| B. |  | Ubuntu                  |
| C. |  | Android                 |
| D. |  | Blackberry OS           |
| E. |  | Fedora                  |
| F. |  | Microsoft Dos           |
| G. |  | Microsoft Windows       |
- 



Computer screen of the Ubuntu operating system



Computer screen of the iOS operating system

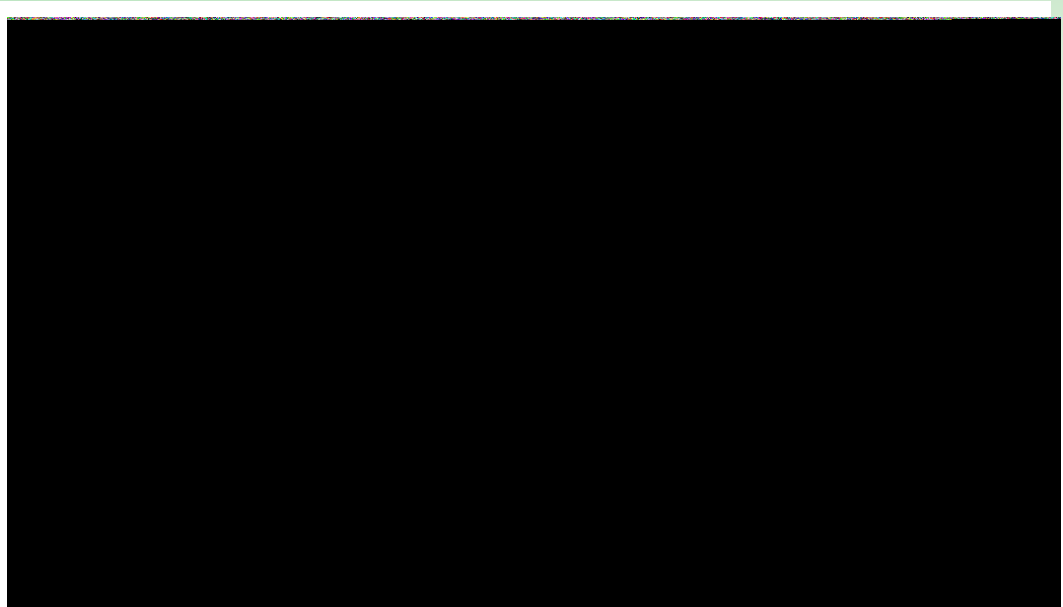


Computer screen of the Blackberry operating system

---

Computer screen of the Fedora operating system





Computer screen of the Windows operating system



Computer screen of the Mac operating system



Computer screen of the Android operating system



## Activity 2.2

01. What are computer storage devices?

.....

.....

02. What are the things that can be stored in computer storage device?  
(List five examples)

- .....
- .....
- .....
- .....
- .....

03.     • Magnetic Media Devices  
          • Optical Media Devices  
          • Solid State Media Devices

are the three categories of computer storage devices.

Above categorization is based on which factor?

.....

04. Consider the following storage devices.

hard disk	CD
external hard disk	DVD
magnetic tape	zip

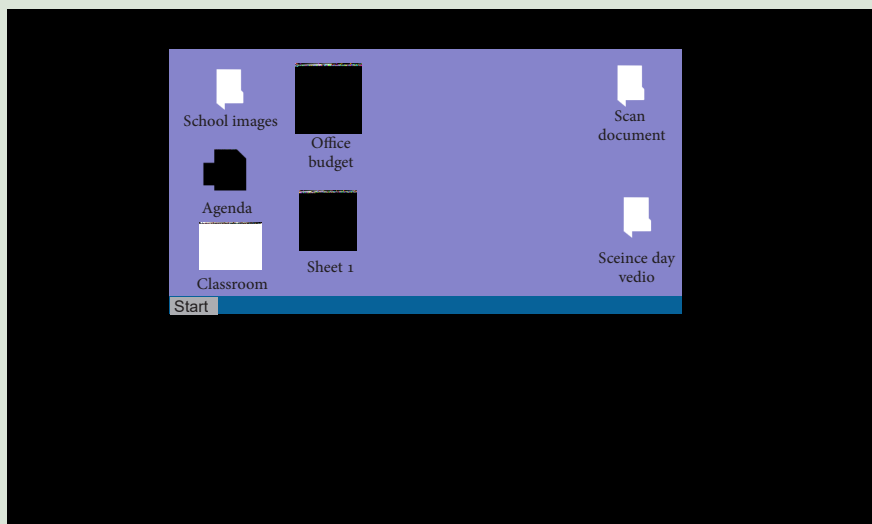
Correctly insert the above devices into following table.

Magnetic media devices	Optical media devices	Solid state media devices



### Activity 2.3

01. List files and folders separately in the computer screen shown in the following diagram.



**File**

**Folder**

**Ex:** .....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....



## Activity 2.4

01. Consider the following files and write them under the suitable folder to store.




Term test mark list of students in a class

Video of the school drama which participated in all island drama competition

Agenda of the sportmeet

National anthem

Picture of the sport meet

 Term test	
 Songs	
 DramaVideo	
 MS Word	



# 03

## Security of the Computer System

### Activity 3.1

01. What are Computer Hardware?

.....

.....

02. Write ten examples for Computer Hardware.

- |           |            |
|-----------|------------|
| i. ....   | vi. ....   |
| ii. ....  | vii. ....  |
| iii. .... | viii. .... |
| iv. ....  | ix. ....   |
| v. ....   | x. ....    |

03. Inset above mentioned hardware devices into the suitable column in the table

Externally visible hardware	Hardware inside the system unit



### Activity 3.2

01. Briefly describe three instances when the security of the computer hardware is threatened .

A .....

.....

.....

.....

B .....

.....

.....

.....

C .....

.....

.....

.....



02. Write two procedures that can be followed to be secured from each threat mentioned above

Threat	Protection method
A.	..... .....
B.	..... .....
C.	..... .....





### Activity 3.3

01. What are Computer Software?

.....

.....

02. Write five examples for computer software

- .....
- .....
- .....
- .....
- .....

03. List five instances when the security of the computer software is threatened. Write the precautions to avoid each threat mentioned above.

Threat	Protection method
• .....	.....
• .....	.....
• .....	.....
• .....	.....
• .....	.....
• .....	.....



### Activity 3.4

01. What is Malware?

.....

.....

02. List three examples for Malware and briefly describe them.

- .....  
.....  
.....
- .....  
.....  
.....
- .....  
.....  
.....

03. Write five issues created in the computer by malware

- .....
- .....
- .....
- .....
- .....



04. Write five precautions to avoid or minimize damages created by malware

- .....
- .....
- .....
- .....
- .....



### Activity 3.5

01. What is a backup copy?

.....

.....

02. List three advantages of keeping backup copies.

- .....  
.....
- .....  
.....
- .....  
.....

03. What you mean by access control?

.....

.....

.....

.....



04. Why an access control should be done?

.....

.....

.....

.....

05. Write the main two methods used in access control and briefly explain them.

- .....  
.....  
.....
- .....  
.....  
.....



## 04 Word Processing

### Activity 4.1

01. Consider the following statements. Put " ✓ " for correct statements and " ✕ " for incorrect statements.

- (i) Word processing is a computer hardware based operation (     )
- (ii) Open office write is a word processing software (     )
- (iii) MS Word is the very first word processing software created (     )
- (iv) Linux is not a word processing software (     )

02. What is word processing?

.....

.....

### Activity 4.2

01. Clearly explain the term word processing software.

.....

.....

.....

.....

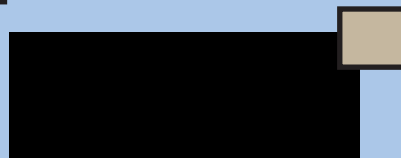
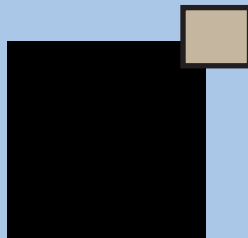
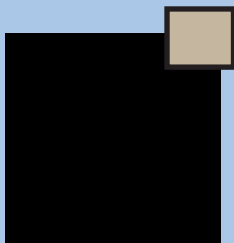
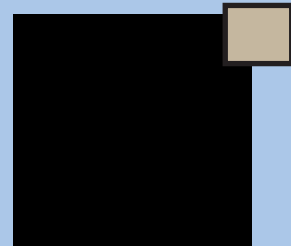
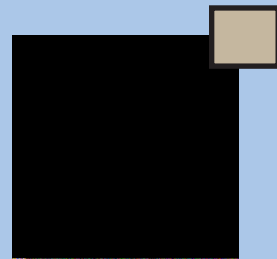


02. List five advantages of using a software for word processing.

- .....
- .....
- .....
- .....
- .....

03. Identify the following word processing software

- A. Microsoft Office Word
- B. Open Office Writer
- C. Corel Word Perfect
- D. iWork Pages
- E. Libre Office Writer





### Activity 4.3

01. I am a rabbit.  
I like CARROTS.

What are the keys used to type the above sentences?

Example :-      **Key** **A** **Character** **A**  
.....

- .....
- .....
- .....
- .....
- .....
- .....

02. What are the outputs obtained when typing the following keys?

**Shift** + **D** = .....

**E** → **Enter** → **B** = .....

**Caps** → **B** **I** **G** = .....

**D** → **Caps** → **M** = .....

**Shift** → **K** → **Shift** + **H** = .....





### Activity 4.4

01. List the advantages of using the keyboard appropriately.

- .....
- .....
- .....
- .....

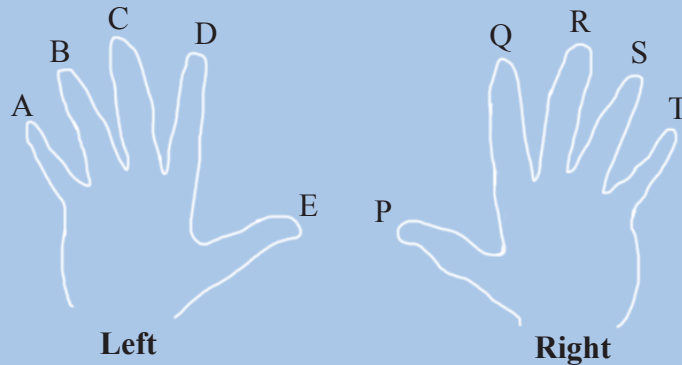
02. Write five steps to be followed when using the keyboard correctly

- .....
- .....
- .....
- .....
- .....



### Activity 4.5

01. Write the English letter/letters according to the finger/ fingers used to type the following keys.



J .....

S .....

Shift .....

Space bar .....

% .....

? .....

T .....

B .....

02. What is touch typing ?

.....  
.....

03. List three advantages of practicing the touch typing

- .....
- .....
- .....



### Activity 4.6

01. Write the importance of using a software for touch typing

.....

.....

.....

.....

02. Write five softwares used for touch typing.  
(Get the help from your teacher)

- .....
- .....
- .....
- .....
- .....

03. Create a model of a keyboard and practice the touch typing

Count the number of keys are typed within a minute with the help of your teacher in the computer lab or using the model of the keyboard created above. (Practice this as a game with your friends during your free time)

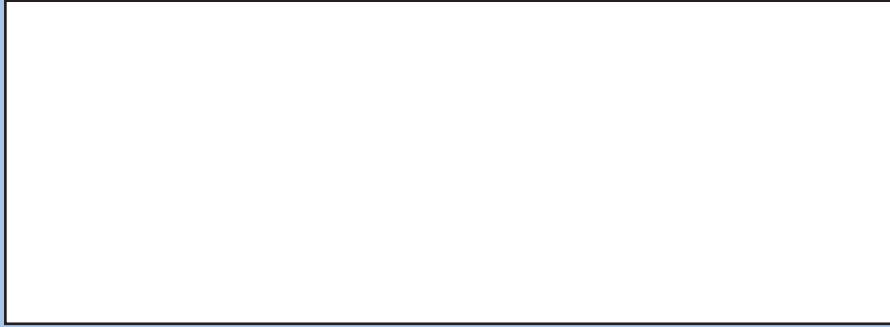
04. Practice following sentences by touch typing

- i. I am in Grade Seven
- ii. This is my new Book
- iii. We will play Basketball
- iv. I come to school by car
- v. How's the weather



### Activity 4.7

01. Draw a image of a sinhala keyboard in your exercise book.  
(Get the help of your teacher for this task)



02. Write the key or key combination used in English keyboard to type the following sinhala letters based on the sinhala keyboard.

Example : උ → Shift + W      ඔ → .....

ම → .....      ව → .....

ඳි → .....      කු → .....

ණ → .....      සා → .....

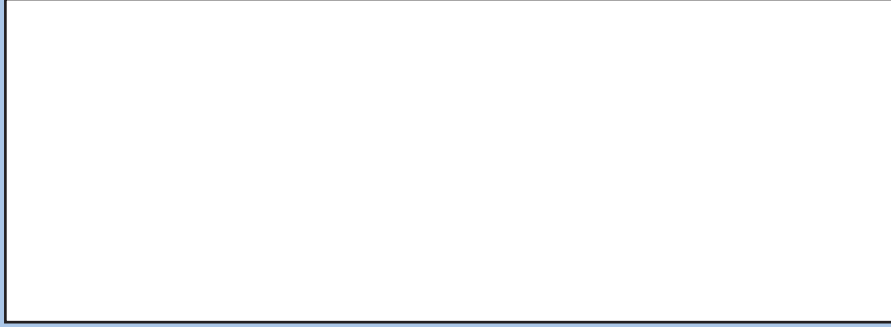
ල → .....      ඵ → .....

03. Practice the following sentences given in sinhala by typing

- i. අපේ ජාතික පක්ෂියා වලිකුකුළා ය.
- ii. අධ්‍යාපන අමාත්‍යාංශය
- iii. උදෑසන ආහාරය
- iv. ක්‍රීඩා උත්සවයේ න්‍යාය පත්‍රය
- v. පලතුරු හොඳින් සෝදා ආහාරයට ගන්න



04. Draw a image of a Tamil keyboard in your exercise book.



05. Write the key or key combination used in English keyboard to type the following tamil letters based on the tamil keyboard

Example : ஁ → A      இ → .....

ர → .....      ஸ் → .....

ங → .....      சா → .....

ற → .....      ஓ → .....

ண → .....      டி → .....

06. Practice the following sentences given in tamil by typing

- i. இலங்கை எங்கள் நாடு
- ii. கல்வி அமைச்சு
- iii. காலை ஆகாரம்
- iv. விளையாட்டுப் போட்டிகள் நடைபெறும்
- v. பழங்களை நன்றாகக் கழுவி சாப்பிடுங்கள்

07. If you have internet facility in your school, type the sentences mentioned in question 03 and 06 using (Get help from your teacher)



# 05

## Program development



### Activity 5.1

01. Decompose the following problem into simple parts and fill in the blank using mathematical relations in order to solve the problem easily.

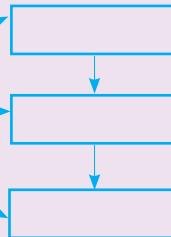
$$3 \times 8 = 24$$

$$5 + 6 = 11$$

$$24 \div 4 = 6$$

Problem

$$5 + \frac{1}{2} \times 8$$



11 Solution

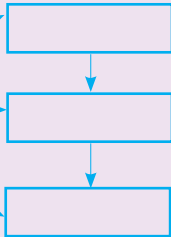
$$3 \times 2 = 6$$

$$5 + 6 = 11$$

$$8 \div 4 = 2$$

Problem

$$5 + \frac{3}{4} \times 8$$



11 Solution

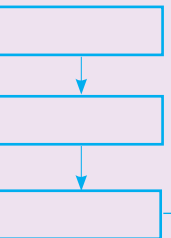
$$5 \times 6 = 11$$

$$0.75 + 8 = 6.0$$

$$3 \div 4 = 0.75$$

Problem

$$5 + \frac{3}{4} \times 8$$



11 Solution

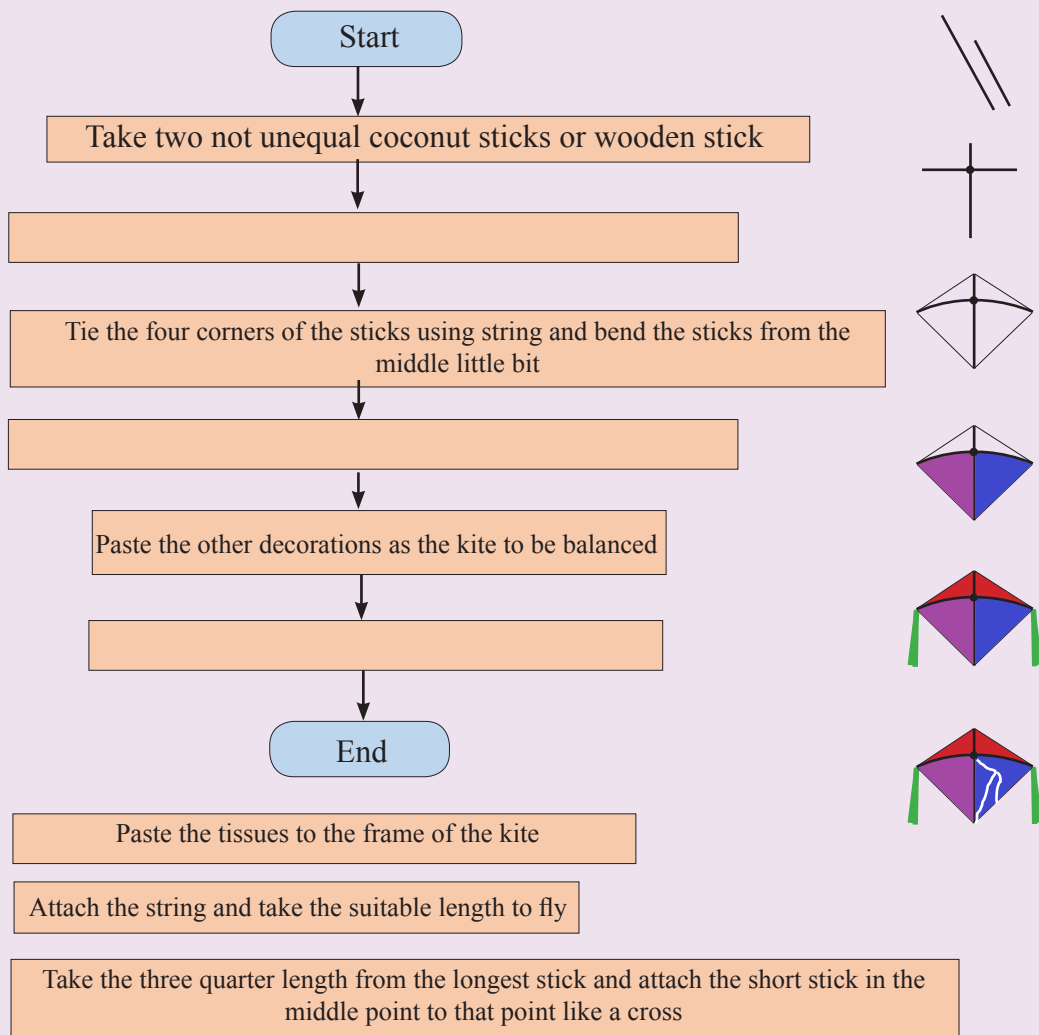
**Note :** Several solutions for above problem, there may be several solutions for other problem



## Activity 5.2

01. (i) We can use the following flow chart to show the steps of making a kite

Most of the people like to fly kites in As their hobby leisure. Which sentences in blanks in order to show the process to make a balanced kite, arranging statements in order Fill in the blank and write the methods step up step according to make a kite properly





- (ii) Write suitable algorithm in order to switch on the computer system according to the diagram given below.







### Activity 5.3

Answer the following questions using the flow chart 1

01. Write the input, process and output of flow chart

(a) Input = .....

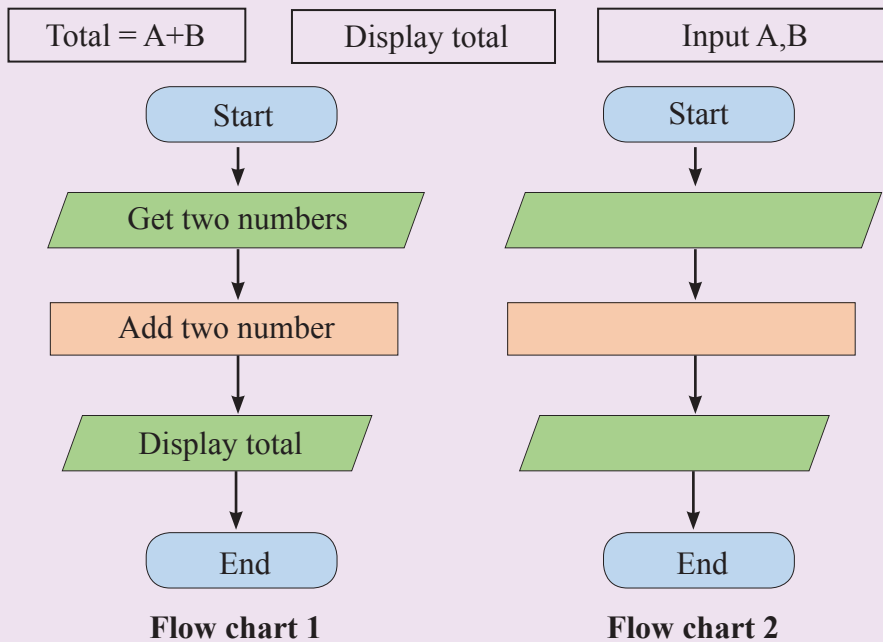
(b) Process = .....

(c) Output = .....

02. The control structure of flow chart 1 is .....

(Selection, Sequence, Iteration)

03. Insert the following statements into the appropriate places in the flow chart 2 in order to calculate the total of two numbers





04. Draw a flow chart to calculate the multiplication of two numbers and display the output.

.....

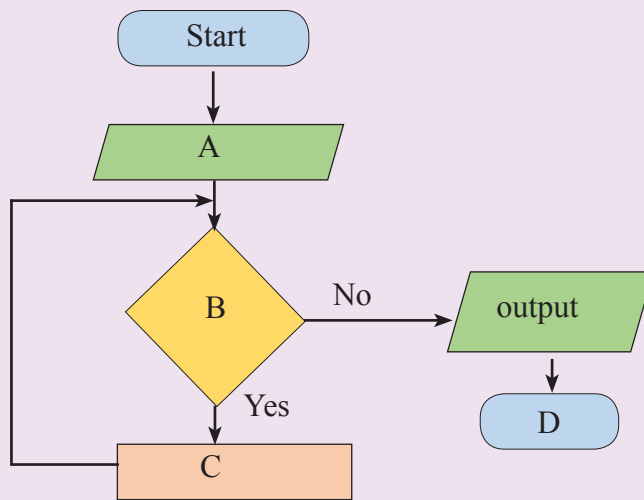
.....

.....

.....

.....

05. Fill in the blank using flow chart 3



**Flow chart 3**

Identify the statements denoted in the symbols A,B and C in the above flow chart

End = .....

Input = .....

Process = .....

Decision = .....



### Activity 5.4

01. Fill in the circle using the statements given from A to J according to the related instruction given below.

H

A Play the sound for 0.25 seconds

B Move to 0.0 position in the stage

C Reduce the volume by 10

D Display the word "good" for 2 seconds

E Rotate the angle to 15 degree in clock wise

F Change the pen size to 3

G walk 10 steps

H Change pen color to red

I Express the word "good"

J Start to draw using the pen



02. Fill in the blank using only the given words in the brackets.

- (i) Instruction are ..... to develop a scratch programme (used/ not used)
- (ii) Instructions ..... be connected to each other in order to develop a programme (can/ cannot)
- (iii) Variables are ..... to store a values in a programme (used/ not used)
- (iv) Scratch programme ..... be downloaded from internet for free of charge (can/ cannot)
- (v) ..... control structure decides the flow direction according to the decision (Sequence/ Selection)
- (vi) Sequence control structure programme instructions are executed ..... given order (in / not in)



## Activity 5.5

01. Following programme is developed to play the first two lines of the national anthem

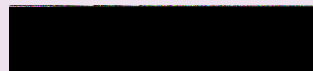
ශ්‍රී ලංකා මාතා  
අප ශ්‍රී ලංකා, නමෝ නමෝ නමෝ නමෝ මාතා

Here three instruction are used

To select the instrument (2nd instrument )



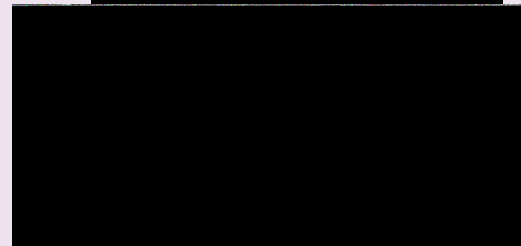
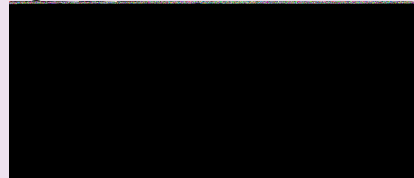
To change tempo (change to 120)



To select the tone



To change tone and time



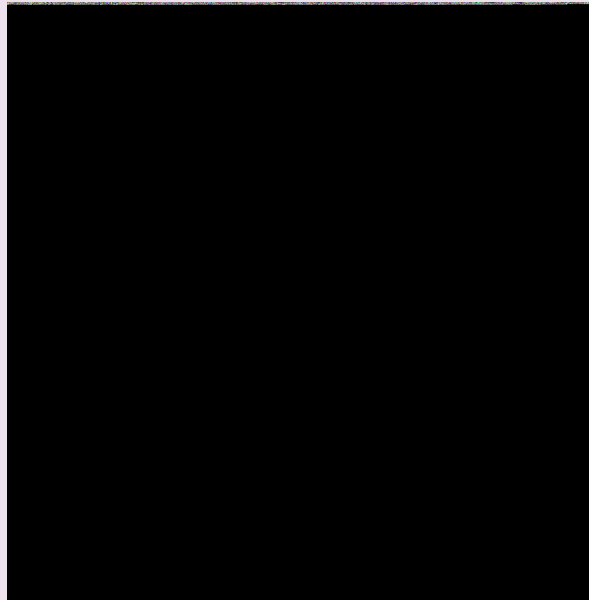
You can develop this programme further if you can obtain the tone of national anthem completely.



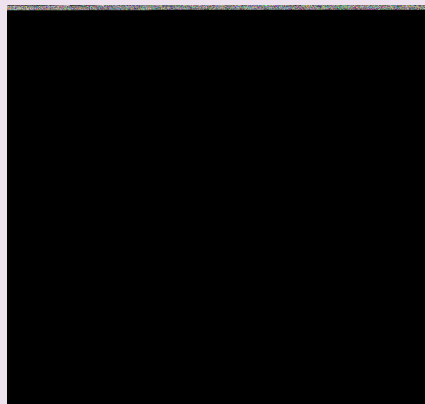


### Activity 5.6

01. Complete the following set of instructions and connect three variables (Num1, Num2, Sum) to each other using the arrows in order to calculate the total of two numbers



02. Similar to the above, develop a programme to divide one number from the other.





## 06

## Presentation Software

### Let's create a presentation

Let's learn how to use Microsoft Office PowerPoint software create a presentation. Now blank presentation can be opened using 'blank presentation'. The, below shown interface will appear

#### Step

Start → All Programs → Microsoft Office → Microsoft Office PowerPoint

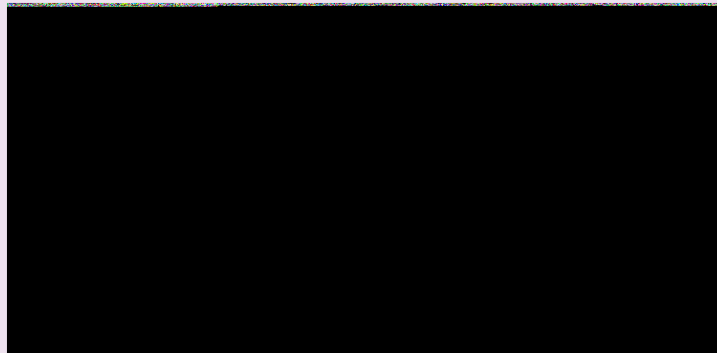


Figure 6.1 – Open power point



When a new presentation is opened, topic slide would appear as shown in figure 5.2. Here include a topic for the presentation you are going to prepare

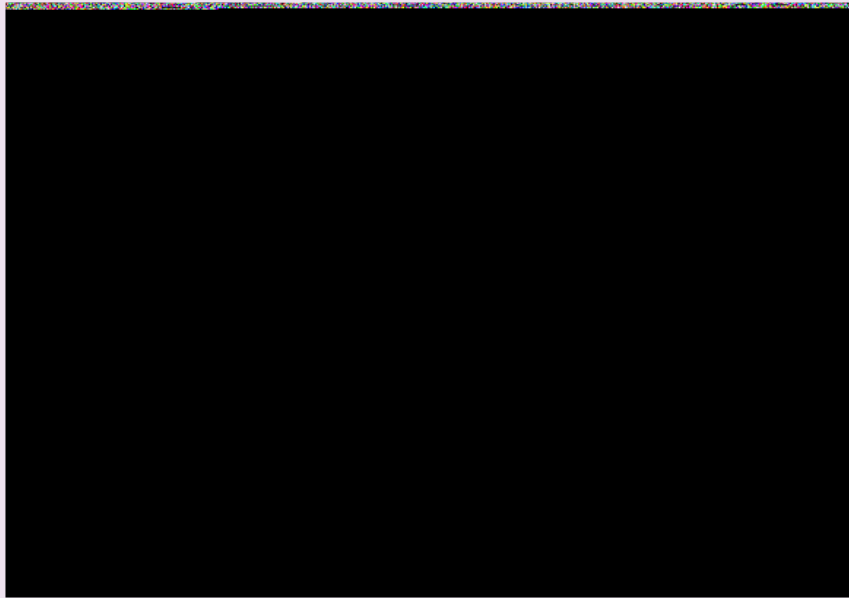


Figure 6.2 – New presentation slide



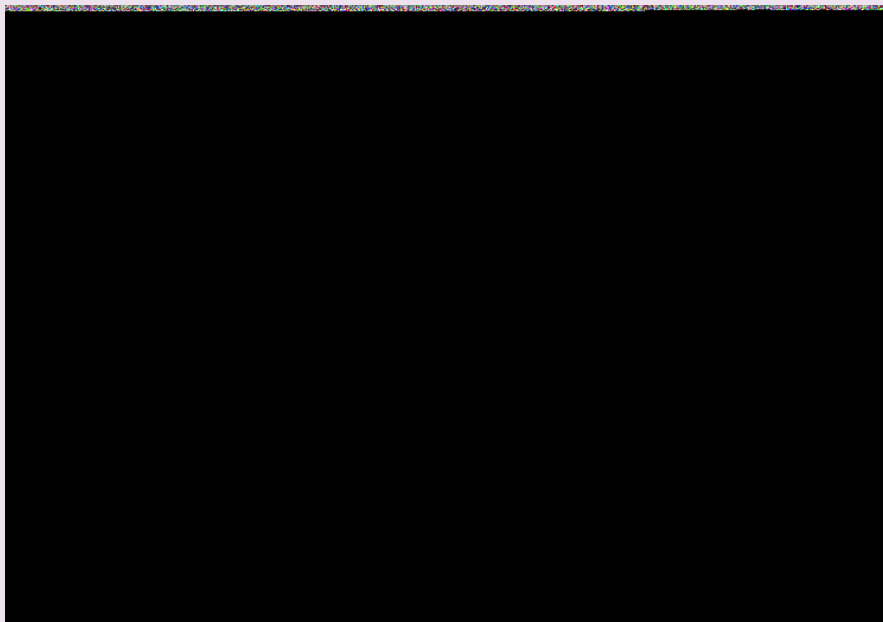


### **Adding a New Slides to a presentation**

To add new slide to a presentation, following steps should be followed. Here several types of slides appear as shown below. By selecting the slide according to the need, you have to click on the selected slide.

#### **Steps to add New Slides**

Home → New Slide



**Figure 6.3 – New slide dialog box**

Select the 'blank' if you can need a blank slide, 'title and content' if you can need to present facts with a title or 'title slide', if you want a slide to include a title.



### **Inserting a Clip Art and Word Art to slides**

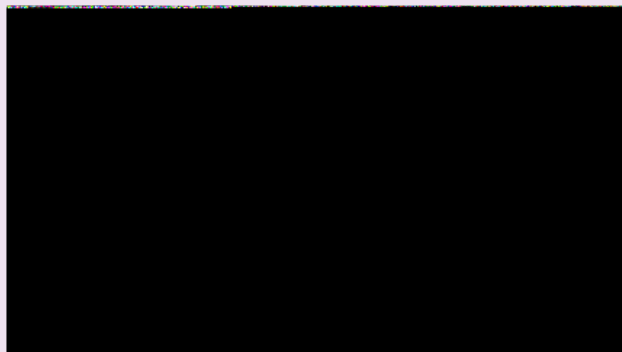
To add title to a presentation click on the  
Click to add title place holder box, then type the text

To add sub title to a presentation click on the  
Click to add sub title place holder box then type the text

To add description in details click on the  
Click to add text area and type the text



**Figure 6.4 – Add Title**

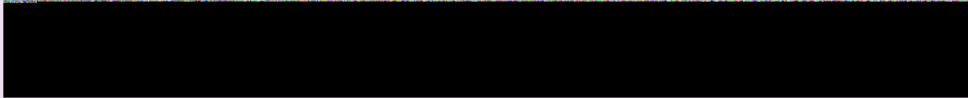


**Figure 6.5 – Add Title and Sub Title**



**To insert shapes/ objects, clip art or pictures, you should use insert bar**

The insert ribbon can be used to add shape/ object, Clip Art, Picture into presentation



**Figure 6.6 – Insert bar**

Insert bar will appear as in above figure. (Figure 6.6)

Through 'pictures' pictures can insert

Picture can insert by using 'picture' option

Shape can be inserted by using 'shapes' option

By using Word Art Text can be decorated

Also we can use to add multimedia

Video can insert by using 'video' option

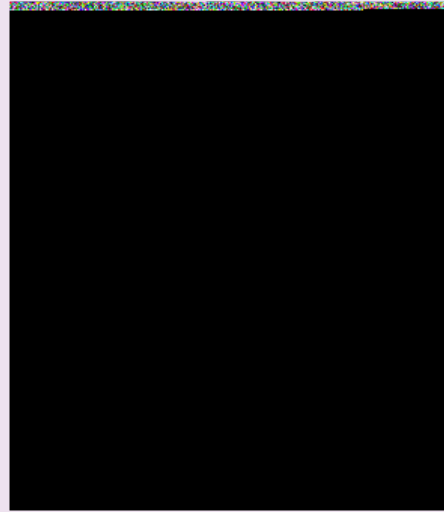
Audio can insert by using 'Audio' option



### **Insert a Table**

Follow the steps given below to insert a table

Select 'Insert' then select 'table' after than The insert table dialog box will appear on the screen. Now specify the required number of rows and columns and click ok

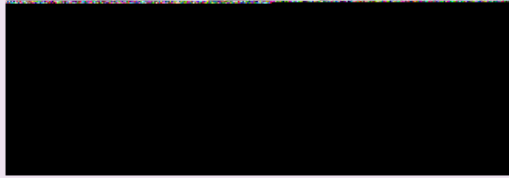


**Figure 6.7 – Insert a Table**



### **Formatting Text on Slides**

As shown in the figure 6.8, the text formatting tools are in 'home' menu



**Figure 6.8 - Text Formatting tools**

#### **Steps for change the font type**

1. Select text
2. Select 'font face' by clicking on the arrow below the font face

#### **Steps for change the font size**

1. Select text
2. Clicking on the arrow which is in near to font size change the font size

#### **Steps for change the font color**

1. Select text
2. Click on the arrow which is here to font color cage then select a color

### **Slide Transition**

With choosing a suitable effect from 'transition to this side' of transition bar you can create an attractive slide.

### **Open, store, close a presentation**

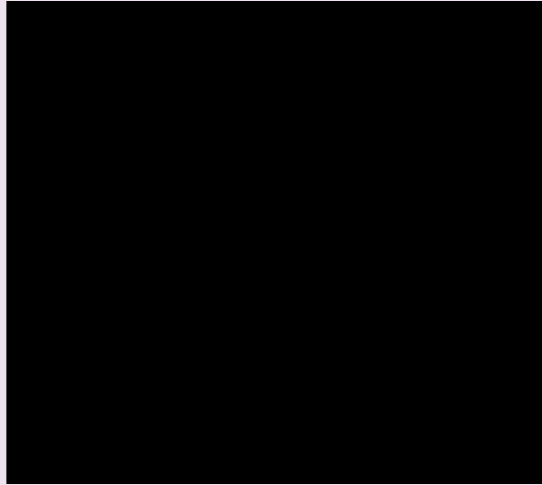
If you want to open a presentation which is already created If you want to open a presentation which is already created you have to go to the 'file' menu. Then you can see a window as shown in figure 6.9

To pen an existing presentation you can use 'browse' to go to the place where the presentation is saved.



### **Steps to Open**

file → open → browse



**Figure 6.9 – File menu**

For closer store current presentation, follow the below given instruction

### **Steps to store a presentation**

file → save

### **Steps to store a presentation**

file → close

### **Libre office Impress software**

When open Libre office Impress software open a windows as shown above.  
With this software, we can create a presentation as above.



## Activity 6.1

Complete the following activity

- 1<sup>st</sup> slide - Name the presentation as “Solar System”
- 2<sup>nd</sup> Slide - Insert picture of sun and write down two sentences about sun.
- 3<sup>rd</sup> Slide - Insert a table and write down detail description of other planet is inside table

Solar System

Sun

- Situated in center of the solar system
- It is very hot

Other Planets

ග්‍රහ වස්තුව	එක් භ්‍රමණයකට ගතවන කාලය
බ්‍රධ	දින 88
සිකුරු	දින 225
පෘථිවිය	දින 365
අඟහරු	දින 687
බ්‍රහස්පති	අවුරුදු 12
සෙනසුරු	අවුරුදු 29
යුරේනස්	අවුරුදු 84
නෙප්චූන්	අවුරුදු 165
ප්ලූටෝ	අවුරුදු 247



### **Use a design template**

A design template help you to decide on a design for your presentation Ms power point given you the option to select a design templates that the presentation's design but doesn't include content the design template contains elements such as color schemes. Background and fours. The steps to creating a presentation are as follows

Design → select design

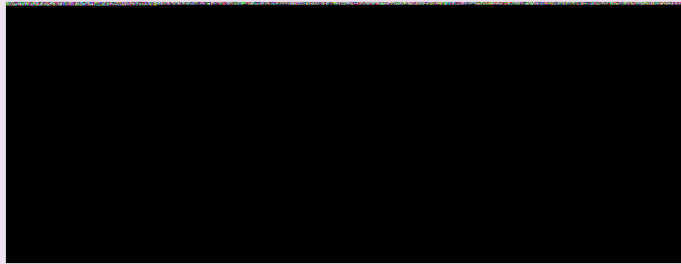


Figure 6.10

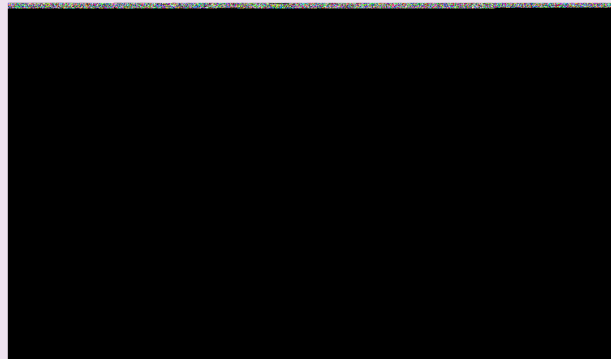


Figure 6.11





### **Formatting the slides**

**(a) Moving a Slide**

Slide can be moved from one place to another place

- (i) Select slide → drag and drop
- (ii) Select slide → right mouse click → cut → select the new place → right mouse → click paste

**(b) Copying a Slide**

Select slide → right mouse click → copy → select the new place → right mouse → click paste

**(c) Hiding a slide**

Select slide → hide slide (with right click the mouse)

**(d) Deleting a slide**

Select slide using left mouse button → press delete button in the keyboard  
or select slide → right click the mouse select 'cut'



## Activity 6.2

01. Create a presentation to display “Kingdom of Sri Lanka”

1<sup>st</sup> slide – Name as “Kingdom of Sri Lanka” and insert your name

2<sup>nd</sup> slide – Anuradhapura

3<sup>rd</sup> slide – Dambadeniya

4<sup>th</sup> slide – Polonnaruwa

1st Practical – Move 4th slide after a 2nd slide position (Polonnaruwa slide should come after Anuradhapura)

2nd Practical – Create 5th slide by taking a copy of 4th slide

3rd Practical – Rename the 5th slide name as “Yapahuwa”

4th Practical – Delete the picture of 5th slide insert picture of “Yapahuwa”

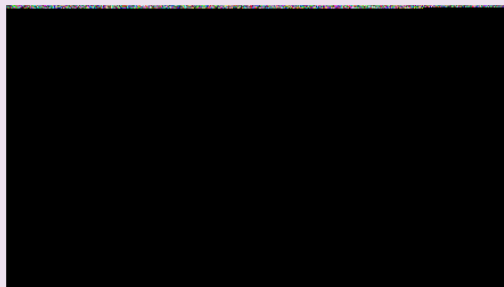
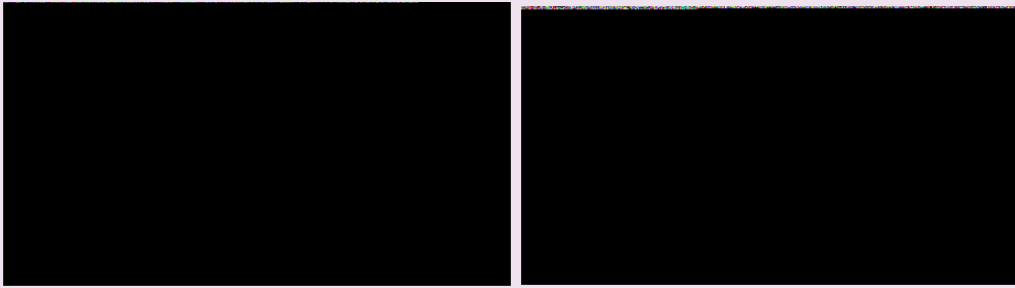
5th Practical – Create 6th slide and type the word “Thank you”

6th Practical – Hide the 6th slide

7th Practical – Display again 6th slide and delete it



Finally the slides should be appearing as below. Then do the presentation in the class





**07**

## Use of Internet for Information and Communication

### Activity 7.1

Select the correct answer

- (1) What is the activity that cannot do by using the Internet
  - (a) Send an e-mail to a friend who is in another country
  - (b) Download images of animals who lives in the sea
  - (c) Get a reply to an e-mail sent to a friend an another country
  - (d) Search details of “SARCC” countries
- (2) What is the device which does not use to access Internet?
  - (a) A computer
  - (b) Internet Service Provider
  - (c) Web browser
  - (d) Printer
- (3) Who is the creator of world wide web?
  - (a) Charles Babbage
  - (b) Jone Von Newman
  - (c) Tim berners lee
  - (d) Joseph Jackword
- (4) What is ment by the abbreviation URL
  - (a) Uniform Resources Locator
  - (b) Uniform Resources Location
  - (c) United Resources Locator
  - (d) Uniform Research Locator



- (5) Select the most appropriate answer regarding the Uniform Resource Locator
- (a) Display a video in a website
  - (b) Identify various resources which are available in websites uniquely
  - (c) Screen through a web browser
  - (d) Display web page in a computer

**Answer the following questions**

06. What is Internet?

.....

.....

07. What is the Main service provided by Internet? Explained it

.....

.....

.....

.....

08. List four web browsers available at present

- .....
- .....
- .....
- .....



09. Label following web browsers



i



ii



iii



iv

- i. ....
- ii. ....
- iii. ....
- iv. ....

10. Write two methods to identify a trusted website

- .....
- .....

11. Write three advantages and three disadvantage of online shopping

advantages	disadvantage
• .....	• .....
• .....	• .....
• .....	• .....



12. What is video conferencing?

.....  
.....

13. Write down three advantages of video conferencing?

- .....
- .....
- .....

14. Write three software which is used for video conferencing?

- .....
- .....
- .....

15. Write down four services which is provided by the internet?

- .....
- .....
- .....
- .....



16. Three are good and bad impacts on person by using Internet. Briefly explain this with three examples

- .....  
.....  
.....
- .....  
.....  
.....
- .....  
.....  
.....





## Activity 7.2

01. What is e-mail?

.....  
.....

02. Write down three features of e-mail

- .....
- .....
- .....

03. Write down two software which are use to create e-mail account freely

- .....
- .....

04. Write down username and password of following e-mail address.  
nayana@yahoo.com

User Name - .....

Password - .....



05. Following are parts of the e-mail account match A column with B column

A	B
1. Bcc	Can send Images
2. Cc	It is a carbon copy
3. Attachment	It is used to mention receiver's e-mail address
4. To	It is used to mention the no. of other receiver's e-mail address

06. Mention the following statements are “true” or “false”

Statements	true /false
Deleted Documents are saved inside trash It will store 20 days in this folder	
All receiving e-mail S of the particular e-mail address will be saved inside inbox	
The Documents than are already sent and not yet send will be saved inside sent	
Can Send any document through Attachment	



07. What is the difference between CC and Bcc in e-mail account

.....

.....

08. Explain the terms **spam**, **trash** and **draft** in the e-mail account

.....

.....

.....

.....

09. How many days close the documents will be saved inside Trash

.....

10. List four things that can be send attachment in e-mail

- .....
- .....
- .....
- .....
- .....



### Activity 7.3

Fill in the blanks

01. What is the long term of HTML? .....

- (a) hyper text management language
- (b) hyper tag markup language
- (c) hyper text markup language
- (d) hybrid text markup language

02. The content of the web page display inside ..... tag

- (a) <title>
- (b) <head>
- (c) <body>
- (d) <H1>

03. The ..... tag used to inside images into the web page

- (a) <H1>
- (b) <img src>
- (c) <br>
- (d) <image>

04. The ..... tag used to insert a number list into the web page

- (a) <H1>
- (b) <ol>
- (c) <ul>
- (d) <li>

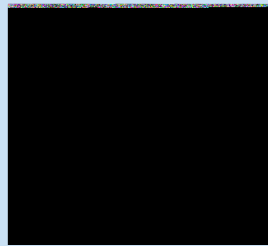


05. The ..... tag used to inside background color into the web page

- (a) <background>
- (b) <ol>
- (c) <H2>
- (d) <bgcolor>

06. Every HTML tag is should be written between the symbol ..... a .....

07. Part of a web page is given below  
Write down the HTML code for this



08. Create a web page to your school. Insert a image and five sentences about the school.

This is our School

My school is :-.....




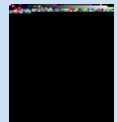
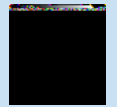
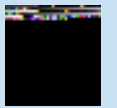
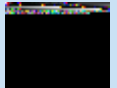


### Activity 7.4

01. Mention 2 ways the virus inserted into computer system

- .....
- .....

02. Match the correct icon shown in Colum A with the relevant antivirus scanner shown in column B

Items	Software Name
1. 	AVAST
2. 	McAfee
3. 	bitdefender
4. 	AVIRA
5. 	AVG Anti-Virus



03. A person bought licensed software to install it in his computer system. Then he copied it into a CD and give it to his friend Nimal.

Amal said the above action is illegal and it is come under software piracy

(a) Do you agree with Amal's statement?

.....

(b) Justify your answer

.....

.....

04. “Cyber crime” is common issue now a days. List five such issues you identified.

- .....
- .....
- .....
- .....
- .....

05. Mention two social web sites which are mostly affected by cyber crimes.

- .....
- .....



06. Write down two methods of online safety

- .....
- .....

07. What are the things which is not used as a password when creating a strong password

- i. ....
- ii. ....
- iii. ....
- iv. ....
- v. ....