

# Computer Test

F.M:24

## 1. Fill in the blanks:

7X1=7

- The first step to start the ms paint is to click on the \_\_\_\_\_ button.
- The \_\_\_\_\_ tool is used for making the curve lines.
- The computer saves the document as the \_\_\_\_\_ and with some given \_\_\_\_\_.
- Pressing the different keys using the keyboard is called \_\_\_\_\_.
- We can change the colour of the text using the \_\_\_\_\_.
- The \_\_\_\_\_ option in the file menu is used to close the ms paint.
- The alphabet \_\_\_\_\_ are used for typing the \_\_\_\_\_.

## 2. Write True/False:

5X1=5

- The font refers to the way a text looks-\_\_
- The bold option is used to underline the text-\_\_
- Formatting toolbar makes the text attractive.\_\_
- The colour of the text cannot be changed in word pad-\_\_
- The size of the text can be changed using the underline icon-\_\_

## 3. Give one word for the following:

6X1=6

- Where should the cursor be placed in order to select the text?
- Name an option which can be used to make the text darker?
- What does the toolbar display?
- What is the word pad used for?
- Where does the name of the program gets displayed in word pad?
- What is the normal font-size in word pad?

## 4. M.C.Q:

5X1=5

- Before formatting we must select the \_\_\_\_\_
  - a. File
  - b. Text
  - c. Drawing
- For select the text we place the \_\_\_\_ at the beginning of the text.
  - a. Font
  - b. Icon
  - c. Cursor