

CHAPTER 2 (INTRODUCTION TO MS WINDOWS 10)

A Tick (✓) the correct option.

1. ICONS refers to the small labelled pictures or symbols present on the desktop.
a. Icons b. Desktop c. Taskbar
2. It is the long horizontal bar at the bottom of the desktop.
a. Icons b. Start menu
c. Taskbar
3. Operating system control the storage operations.
a. deleted b. storage c. opened
4. What acts as a stage on which software application can run?
a. Operating system b. GUI c. CPU
5. Which one is not an operating system?
a. Windows b. Linux c. LAN

B Fill in the blanks using the given words.

Show Desktop opening operating system moving tablets

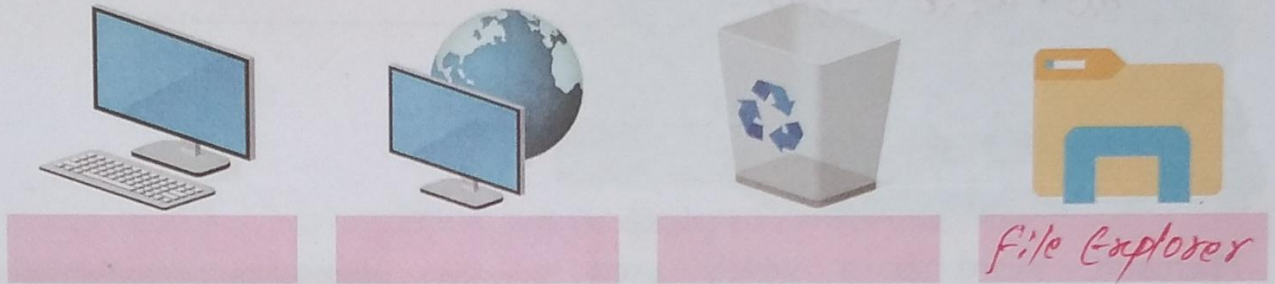
1. Operating System is a key part of all the computers.
2. Show desktop button is present on the extreme right of the taskbar.
3. Windows 10 is also designed to run equally on Tablets.
4. Single-click on the icon and dragging it to a new location is called moving desktop icon.
5. Double-clicking on the icon is known as opening desktop icons.

C Write 'T' for true and 'F' for false statements.

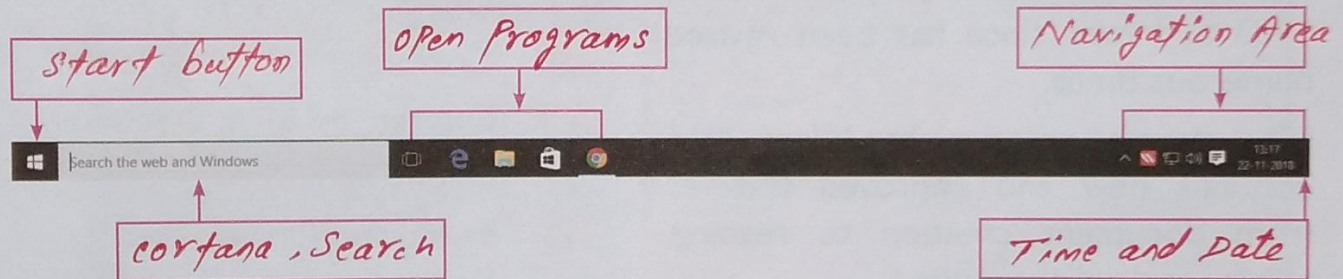
1. The first operating system used in personal computers was DOS.
2. To move a tile, simply click and drag it to the desired location.
3. Sorting means arranging icons in a sequence.
4. We cannot add items on the taskbar.
5. GUI stands for Generally Used Interface.

T
T
T
F
F

A Identify the icons on the desktop. Name them.



B Label the parts of the taskbar.



QUESTIONS AND ANSWERS:

1. What is a GUI?

Answer = A GUI (Graphical User Interface) provides picture oriented way to interact with hardware and software.

Example – Windows

2. Explain the function of an operating system?

Answer = function of an operating system:

- It manages all resources that are attached to it.
- It controls the all storage operations.
- It performs computer work efficiently.

3. What is Desktop? Explain its components?

Answer = Desktop is the main workspace area of our computer where we can manage and view our files, open applications, access the internet and more.

Component of desktop are:

- Icons.
- Task Bar.
- Start Menu.
- File Explorer.
- Search Box.

4. Write down the steps to set wallpaper on the desktop?

Answer = steps are:

- Right click on desktop.
- Click on personalize option.
- Click background.
- Select the desired wall paper.
- Click close button.

5. When do we shut down a computer? Write the steps to shut down?

Answer = when we are done using our computer then it is important to shut down properly.

Steps are:

- **Click start button.**
- **Choose power.**
- **Click shut down button.**