

# EVALUATE

## A Tick (✓) the correct answer.

1. A keyboard is the basic INPUT device of a computer.  
(a) input  (b) output  (c) both a and b
2. Alphabet keys have ALPHABETS marked on them.  
(a) alphabets  (b) numbers  (c) both a and b
3. This key is used to insert blank spaces between words.  
(a) Space bar  (b) Number key  (c) Enter key

## B Fill in the blanks using the given words.

typewriter numeric instructions space bar

1. space bar is the longest key on the keyboard.
2. A Typewriter is very similar to a keyboard.
3. Each key gives special Instructions to the computer.
4. The keys which have numbers marked on them are called Numeric keys.

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

1. Whatever we type on the keyboard appears on the monitor's screen.
2. On pressing each alphabet key, a number is typed on the screen.
3. A keyboard has three sets of number keys.
4. Enter key is the longest key on the keyboard.

## D Answer the following questions.

1. Name the keys which have alphabets marked on them.

Alphabet keys



2. Which is the longest key on the keyboard?

space bar key

3. Which key will be pressed, if we want to move to the next line?

Enter key

4. Which computer device is similar to a typewriter?

keyboard

**E** Write in the missing letters in the space provided.

1. S P a c e E b A r

2. E N T e R

3. K e y B o A r d

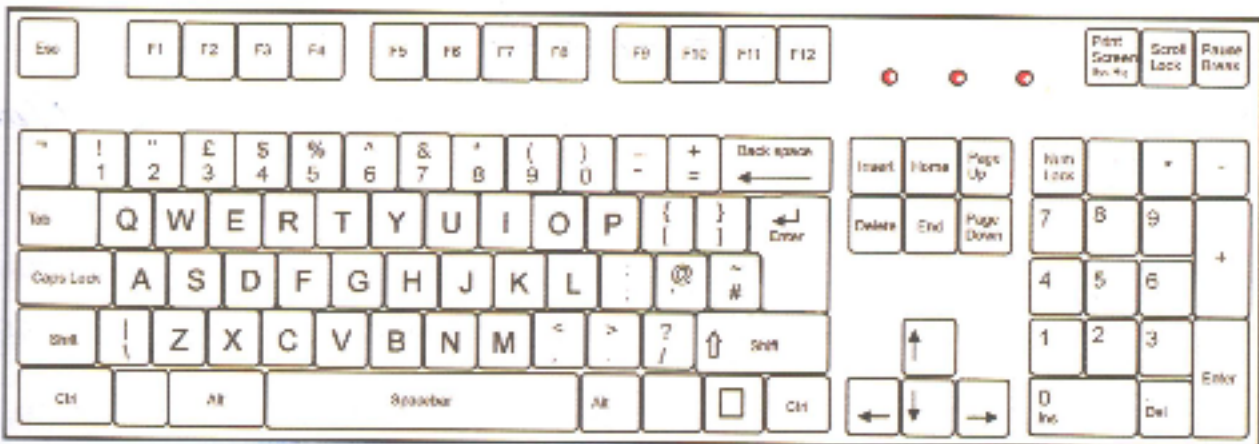
4. A l P H A b e T

5. N U m e R I c

### ACTIVITY



**A** Colour the keyboard according to the instructions given below.



1. Which keys will you use to type your Date of Birth? (Colour them blue)
2. Which keys are used to move to the next line? (Colour them green)
3. Which key will you use to give space between your name and surname? (Colour it yellow)
4. Which keys will you use to type your school name? (Colour them pink)



**B** Write what you will see on the monitors when you press these keys.

6 2 Enter 3 5



R E D Space bar  
P E N



### IN THE COMPUTER LAB

- ❖ Visit the computer lab with your teacher.
- ❖ Observe the different keys on the keyboard.
- ❖ Use a keyboard to type as shown.

Steps:

1. Press the Number key '1'.
2. Press the Space bar once.
3. Type the word 'priya'.
4. Press the Enter key to move the cursor to the next line.
5. Press the Number key '2'.
6. Press the Space bar and type the word 'rohit'.

