# Delhi Public School Gandhinagar

## Academic session (2026-27)

Class: III

## Study Materials

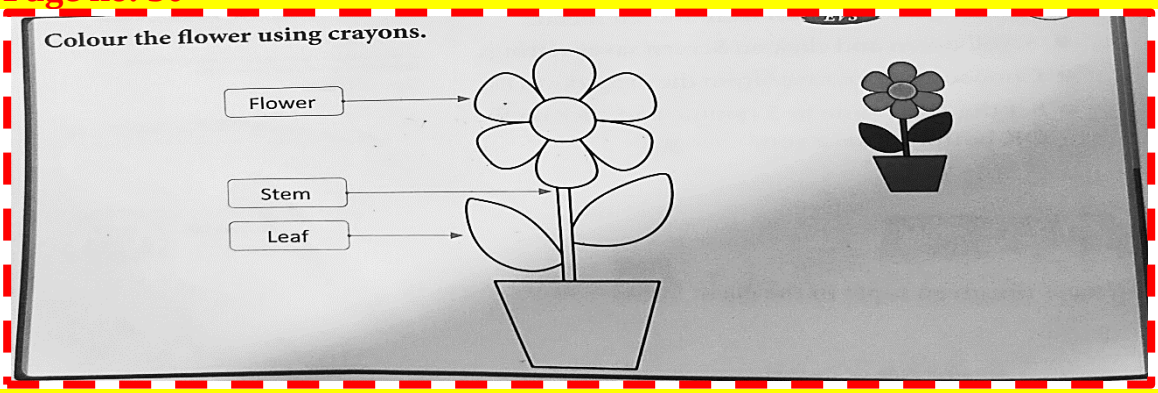
# OCTOBER:2026

## Subject: Computer

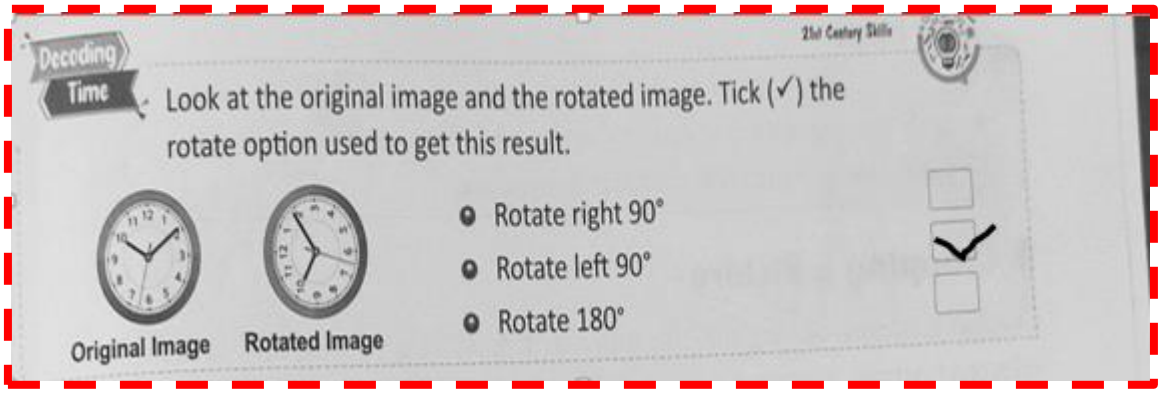
# L-3 WORKING WITH PAINT

**(Lesson applicable for the months of October and November)**

## Page no. 30




## Page no. 33




## Page No. 37

A. **Select the correct option.**

1. **Free form** selection is used to select an area in any shape.

   a. Rectangular  b. Free form  c. Circular

2. **Resize** means changing the size of a picture.

   a. Crop  b. Skew  c. Resize

3. **Flip** means to turn the image either horizontally or vertically.

   a. Flip  b. Rotate  c. Zoom

4. Skew means to **slant** the picture sideways.

   a. Slant  b. Crop  c. Center

B. **Fill in the blanks.**

1. The **Color Picker** tool is used to pick a colour from any part of the image
2. **Pencil** is used to draw freehand shapes and lines.
3. The **Curve** tool helps in creating curved lines in a drawing.
4. **Rotate** means to turn the selected image left, right, up, or down.
5. The **Zoom out** tool makes the image appear smaller.

**Hints: Curve Rotate Color Picker Zoom out Pencil**

**Page No. 38**

**C. Write T for True and F for False.**

1. Paint is an application software used only for typing text. **F**
2. A pixel is the smallest dot or part of a picture on a computer screen. **T**
3. The oval tool is used to draw squares. **F**
4. The copy option allows you to make a duplicate of the selected image. **T**
5. You cannot reset the view to the actual size of the image. **F**

**D. Answer the following questions.**

1. Why is the Zoom tool used in Paint?

**Ans: The Zoom tool in Paint is used to enlarge or reduce the view of an image.**

2. What is Transparent selection in Paint?

**Ans: Transparent selection allows you to select an object without including its background colour.**

3. Name the two types of selection methods.

**Ans: Rectangular selection and Free-form selection.**

4. State the difference between Color 1 and Color 2.

**Ans: Color 1 is used to set the foreground colour, and Color 2 is used to set the background colour.**

5. What do you mean by cropping a picture?

**Ans: Cropping means cutting out the unwanted parts of a picture and keeping only the selected portion.**

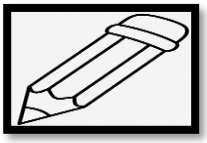
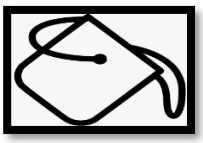
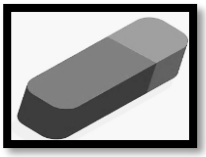
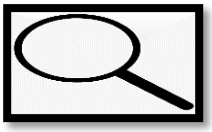
## Competency Based Question

1. Aanya wants to draw a big flower with colourful petals. She started with small Petals but now wants to stretch them. Which tool should she use to change the size of the petals?

**Ans:** **Resize Tool**

## CBE Based Extra Questions

**A.** Identify and name the given tools in Paint.

1.  Pencil Tool
2.  Fill with Color
3.  Text Tool
4.  Eraser Tool
5.  Magnifier Tool
6.  Fill With Color

**B. Write T for True and F for False.** [Critical Thinking]

1. The Color 1 option is used for erasing parts of an image. — F
2. The Pencil tool is used to draw freehand lines. — T
3. Copy and Paste can be used to duplicate a part of an image. — T
4. The Magnifier tool is used to zoom in or zoom out a picture. — T
5. Rectangular selection is used to select an area in any shape. — F

**C. Fill in the blanks.** [Recall]

1. **Flip** means turning the image either horizontally or vertically.
2. A **pixel** is the smallest dot or part of a picture on a computer screen.
3. **Rotate** means turning the selected image left, right, up, or down.
4. The **Oval** tool is used to draw circles and ovals.
5. The **Size** tool is used to change the thickness of lines.

**Hints**: Oval, Rotate, Flip, Size, Pixel

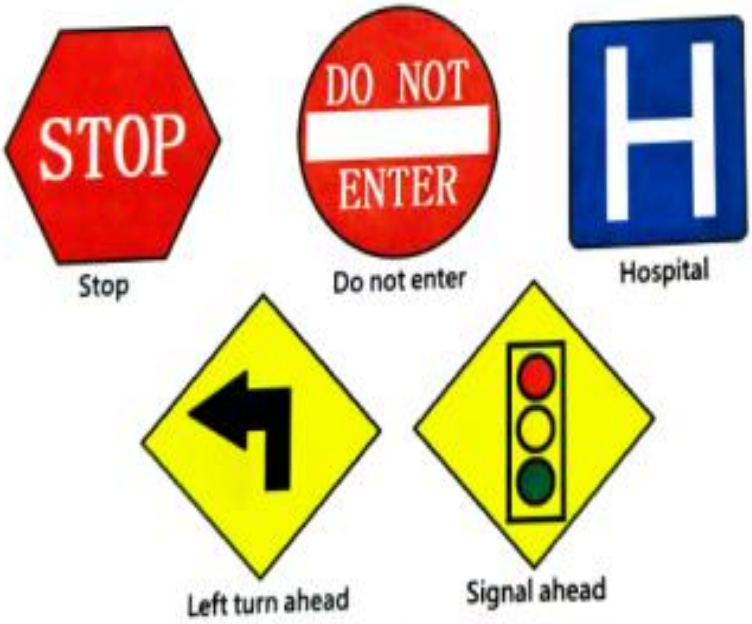
# Practical

## Hands-On Hub

### Tech Lab

**Visit the lab to create a colourful and clear road sign in Paint.**

- Open Paint.
- Draw the road signs as shown.
- Colour them correctly using the **Fill with color** tool.
- Label each sign using the **Text** tool.
- Arrange the signs in a neat and creative way.
- Save your drawing with an appropriate file name.




Stop | Do not enter | Hospital

Left turn ahead | Signal ahead

**Remember:** Follow Traffic Rules and Be Safe on Roads

Hint Use different shapes to draw the signs. Use the Selection tool to copy the same shapes.

# Delhi Public School Gandhinagar

## Academic session (2026-27)

Class: III

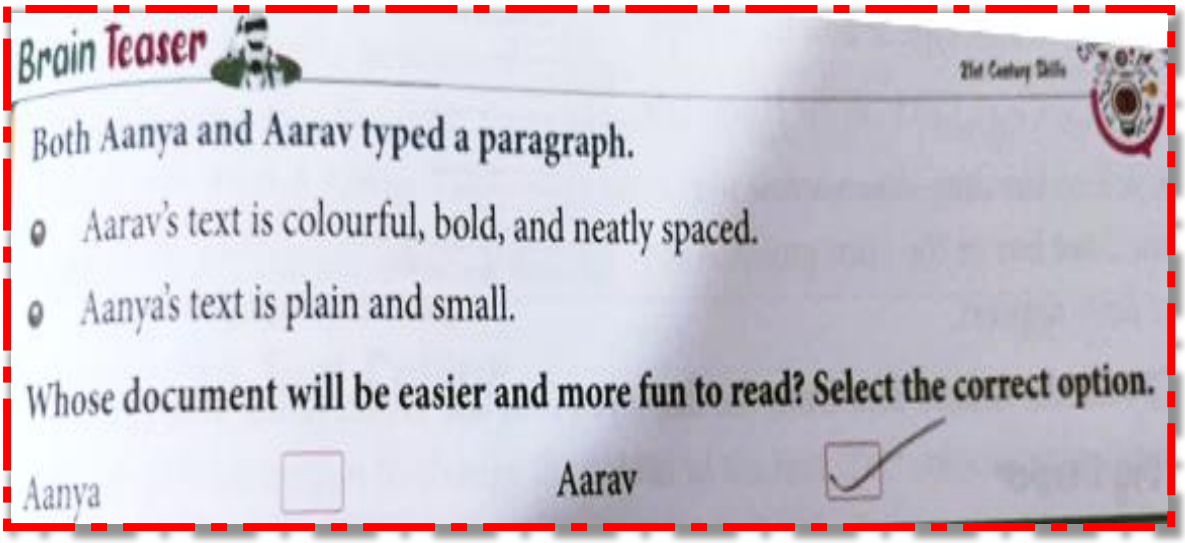
## Study Materials

# August:2026

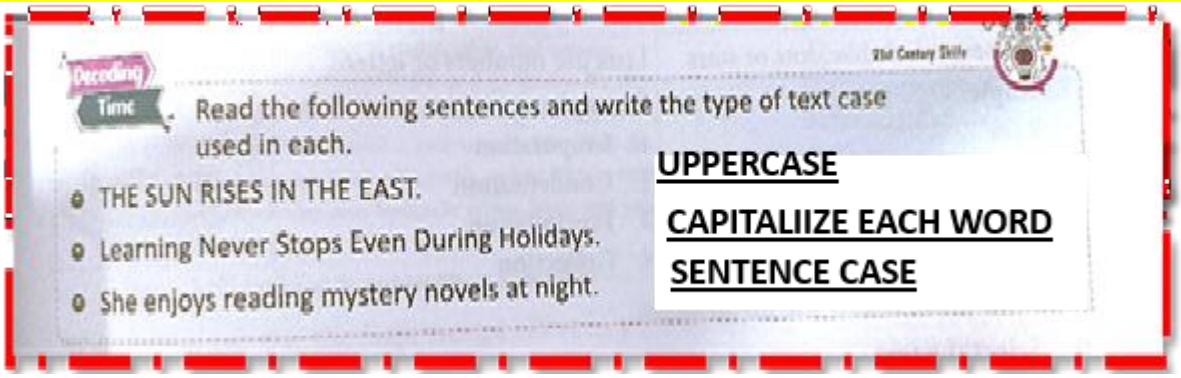
# Subject: Computer

# L-5 Formatting a Document

## Page No. 51




## Page No. 55




## Page No. 60

## Brain Developer

**A. Select the correct option.**

1. Which of the following is not a type of text alignment in Word?

   a) Left  b) Middle  c) Right

2. The Toggle Case changes every letter to the opposite case.

   a) Sentence Case  b) Uppercase  c) Toggle Case

3. The Left alignment lines up the text on the left margin.

   a) Left  b) Right  c) Justify

4. Lists that use numbers or letters are called Numbered lists.

   a) Bulleted  b) Unordered  c) Numbered

**B. Fill in the blanks.**

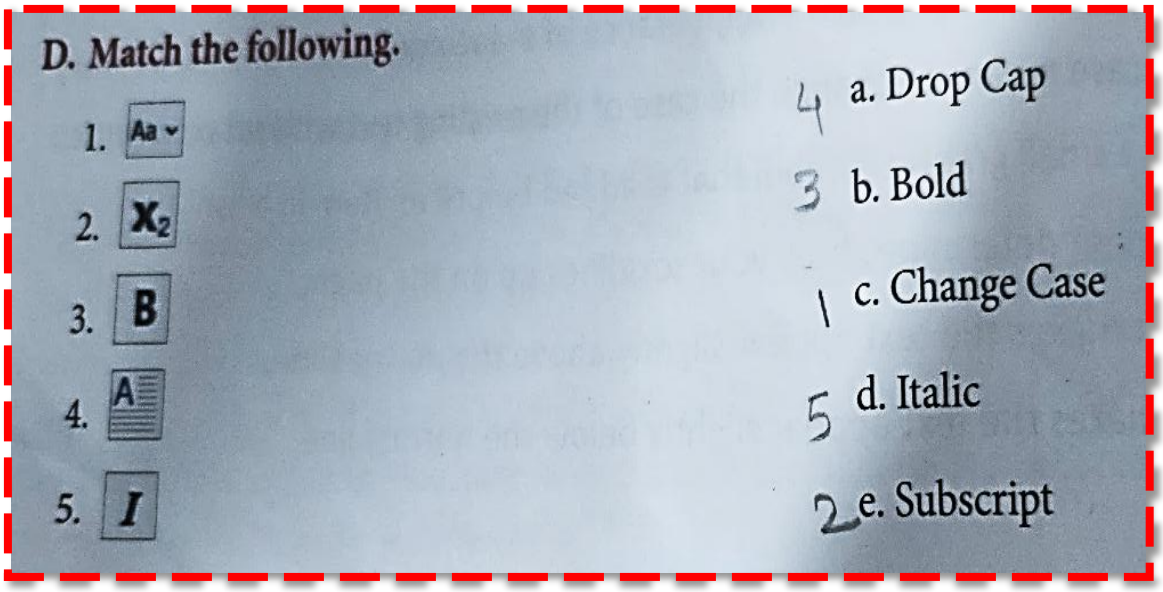
1. The **Justify** option aligns text evenly on both the left and right margins.
2. The **Drop Cap** feature enlarges the first letter of a paragraph.
3. The **Underline** effect adds a line under the text.
4. A **Bullet** is a small graphic symbol that is added before an item in a list.

**Hint:** **Underline** **Drop Cap** **Bullet** **Justify**

**C. Write T for True and F for False.**

1. Italic text is darker and thicker than normal text. **F**
2. The default font size in Word is 12. **F**
3. The Change Case feature allows you to change the text's case. **T**
4. Word provides an option to change the color of the text. **T**

**D. Match the following.**




**Page No. 61**

**E. Answer the following questions.**

1. What do you mean by formatting?

**Ans:** **Formatting means changing the appearance of a document to make it look attractive.**

2. What is a font in Word?

**Ans:** **The characters of a specific size and design used for typing text are called fonts.**

3. Differentiate between subscript and superscript effects of word.

**Ans:**

| Sr. No | Superscript | Sr. No | Subscript |
|---|---|---|---|
| 1. | **Superscript makes the text appear slightly above the normal line.** | 1. | **Subscript makes the text appear slightly below the normal line** |
| 2. | **Eg: $3^2$** | 2. | **Eg: $3_2$** |

4. Define Text Alignment. Name the types of alignments

**Ans: Text alignment determines how you text lines up on the page. It can be aligned to the left, right, center or justified.**

5. Write the keyboard shortcuts for the following.

**Ans.**

| | Command | Keyboard Shortcut |
|---|---|---|
| 1 | Cut | CTRL + X |
| 2 | Copy | CTRL + C |
| 3 | Paste | CTRL + V |
| 4 | Undo | CTRL + Z |
| 5 | Redo | CTRL + Y |
| 6 | Find | CTRL + F |
| 7 | Replace | CTRL + H |
| 8 | Bold | CTRL + B |
| 9 | Italic | CTRL + I |
| 10 | Underline | CTRL + U |
| 11 | To check Spelling and Grammar | F7 |
| 12 | To Apply or Remove Superscript | CTRL + SHIFT+ '+' |

## Competency-based Questions.

1. Riya wants to make her text stand out by making it slant to the right. Which formatting effect should she apply?

**Ans: Italic.**

2. Pooja has selected text and wants every word's first letter capitalized. Which case option should she select?

**Ans: Capitalize Each Word.**

# Hands-On Hub

21st Century Skills

## Tech Lab

**Type the following essay on "Our Community Helpers" in a Word document and follow the instructions given below.**

**Our Community Helpers**

Community helpers are people who help us in our daily lives. They do jobs that keep our community safe and clean. Some community helpers are doctors, teachers, firefighters, and police officers. Doctors help us when we are sick. Teachers help us learn new things. Firefighters put out fires and keep us safe. Police officers protect us and maintain peace. We should always respect and thank our community helpers for their hard work.

We can all work together to appreciate and support these heroes every day.



- Make the heading of the paragraph bold to make it stand out.
- Italicise any proper nouns in the paragraph, such as doctors, firefighters, police officers.
- Change the font size of the paragraph to 14 and the font to Times New Roman.
- Change the colour of the last sentence of the paragraph to blue. Also, convert the case to toggle case.
- Apply border around the page.
- Save the document.

## Tech Chat

21st Century Skills

Discuss the given topic in the class: Role of Formatting to Beautify Your Document

## CBE Based Extra Questions.

### Section A: Tick the correct answer.

1. Which option changes CAPITAL letters into small letters?

   a) Lower case  b) Font type  c) Alignment

2. Which alignment is mostly used for headings?

   a) Left align  b) Center align  c) Right align

3. Which option helps organize points clearly?

   a) Font color  b) Bullets List  c) Numbered List

4. Which formatting effect is used in $H_2O$?

   a) Superscript  b) Subscript  c) Bold

5. Which formatting option changes the appearance of letters?

   a) Font type  b) Font color  c) Text align

### Case Study 1

Meera is preparing a project titled **"Healthy Food"**.
She has:

- Typed the title.
- Written five food items.
- Wants the first letter of the paragraph to look attractive.
- Wants all food items to appear one below another.

**Q1.** Which two formatting features should Meera use?

a) Drop Cap and Bullets
b) Borders and Subscript
c) Superscript and Center
d) Change Case and Right Align

### Case Study 2

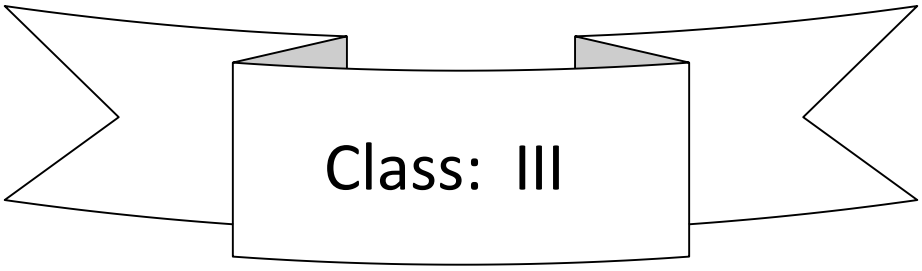
Rohan is making a Science project.
He writes:
CO2
He wants the number **2** to appear smaller and below the letters.
He also wants the heading to be exactly in the middle of the page.

**Q3.** Which formatting features should Rohan use?
Ans: Bullets make the food items neat, organized, and easy to read.

**Q4.** What will happen if Rohan uses Superscript instead of Subscript?
Ans: **Subscript** for the number 2 in $CO_2$

# Delhi Public School Gandhinagar

## Academic session (2026-27)



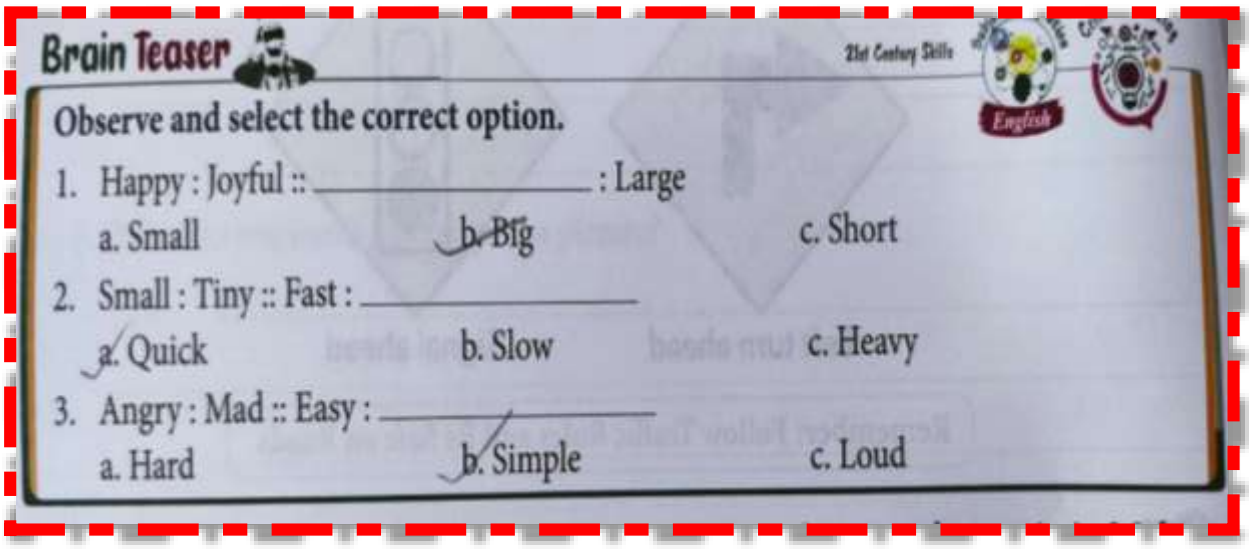

Study Materials

# JULY:2026

## Subject: Computer

# L-4 Editing Text in Word

**Page no. 40**

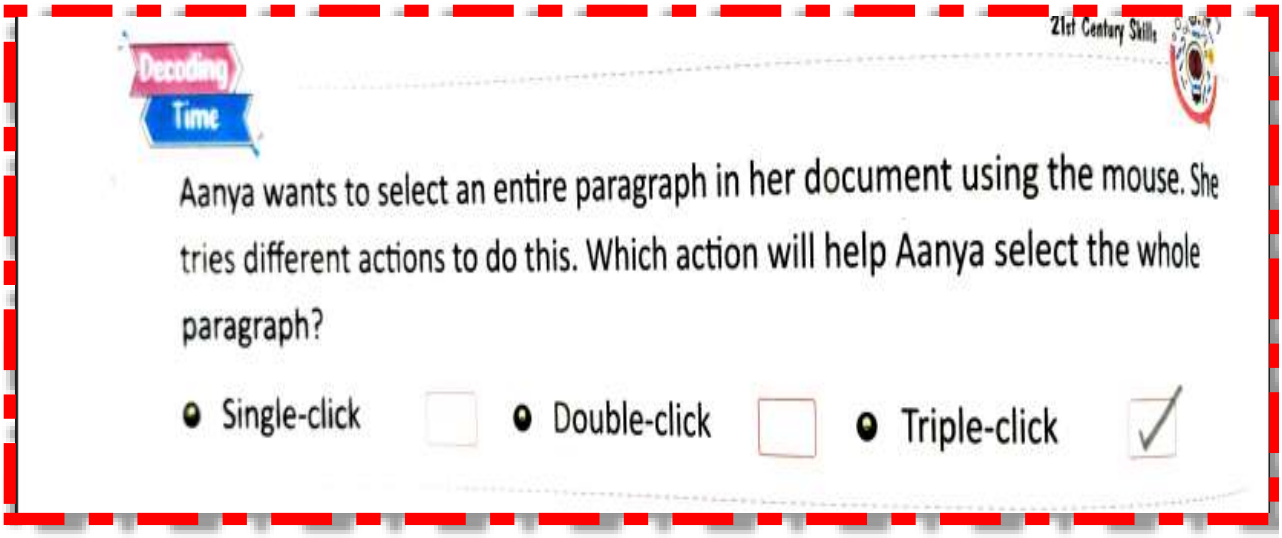


Brain Teaser

Observe and select the correct option.

1. Happy : Joyful :: _____ : Large
   a. Small  b. Big  c. Short
2. Small : Tiny :: Fast : _____
   a. Quick  b. Slow  c. Heavy
3. Angry : Mad :: Easy : _____
   a. Hard  b. Simple  c. Loud

**Page no. 42**



Decoding Time

Aanya wants to select an entire paragraph in her document using the mouse. She tries different actions to do this. Which action will help Aanya select the whole paragraph?

- Single-click ☐
- Double-click ☐
- Triple-click ☑

## Page No. 47

A. **Select the correct option.**

1. Words with spelling mistakes are underlined with a **red wavy** line.

   a) Blue wavy  b) Orange solid  c) Red wavy

## Page No. 48

2. The grammatical errors are indicated with double **blue** lines.

   a) Orange  b) Blue  c) Brown

3. The Replace All button changes **all** occurrences of the searched text at once.

   a) One  b) All  c) Some

4. The **cut** option is used to move text from one place to another.

   a) Copy  b) Paste  c) Cut

B. **Fill in the blanks.**

1. The spell check starts from the position of the **cursor.**
2. The **thesaurus** feature provides a list of synonyms for any word.
3. A **clipboard** is a temporary storage area that stores the data that you cut or copy.
4. To select a word using the mouse, **double-click** on the word.

**Hints: Clipboard  Double click  Thesaurus  Cursor**

C. **Write T for True and F for False.**

1. Double-clicking in the left margin selects a paragraph. **T**
2. Word has built-in sets of grammatical rules. **T**
3. The Find Next button highlights the next occurrence of a word. **T**
4. The spell check always starts from the beginning of the document in Word. **F**

## D. Answer the following questions.

1. Define the term ‘editing’ in word.

**Ans:** **Making changes in a document is called editing.**

2. Write the use of the Undo command.

**Ans:** **The undo command lets you reverse your last action.**

3. Explain the use of the Spelling & Grammar feature.

**Ans:** **It helps you to check the spelling and grammar of the text.**

4. Write the use of the Redo command.

**Ans:** **The Redo command reverses the action of the Undo command.**

## Page No. 49

## E. Rewrite the steps to move the text in correct sequence.

1. Click on the Paste option.
2. Select the text you want to move.
3. Place the cursor at a new location.
4. Click on the Cut option.

**Correct Steps:**

1. Select the text you want to move.
2. Click on the Cut option.
3. Place the cursor at a new location.
4. Click on the Paste option.

## Competency Based Questions

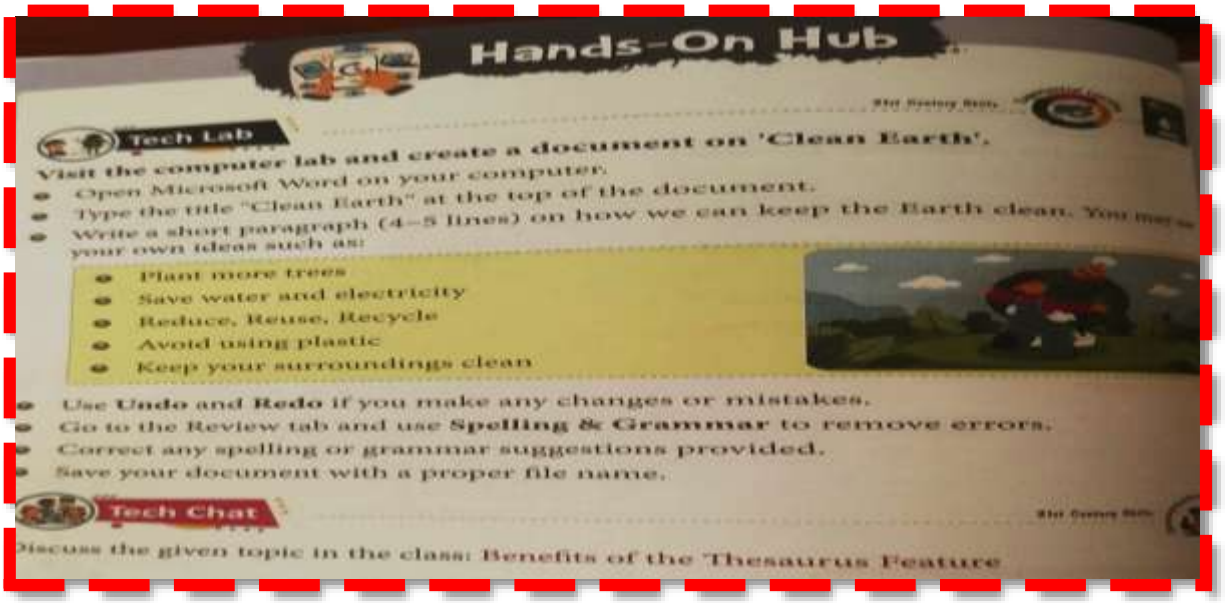
1. Anjali wants to change a word in her story to a different word with the same meaning. Which tool helps her find such words?

**Ans:** **Thesaurus tool**

2. Priya needs to check for spelling mistakes in her document. Which feature should she use?

**Ans:** **Spelling and Grammar feature.**

## Page No. 50



Hands-On Hub

Tech Lab

Visit the computer lab and create a document on 'Clean Earth'.

- Open Microsoft Word on your computer.
- Type the title "Clean Earth" at the top of the document.
- Write a short paragraph (4–5 lines) on how we can keep the Earth clean. You may use your own ideas such as:
  - Plant more trees
  - Save water and electricity
  - Reduce, Reuse, Recycle
  - Avoid using plastic
  - Keep your surroundings clean
- Use **Undo** and **Redo** if you make any changes or mistakes.
- Go to the Review tab and use **Spelling & Grammar** to remove errors.
- Correct any spelling or grammar suggestions provided.
- Save your document with a proper file name.

Tech Chat

Discuss the given topic in the class: Benefits of the 'Thesaurus' Feature

## CBE Based Extra Questions.

### Section A: Tick the Correct Answer. [1 Mark Each]

1. Which command is used to place the text in another location?

   a) Copy  b) Paste  c) Undo

2. Which features checks grammar mistakes?

   a) Paint  b) Spelling & grammar  c) Save

3. Which feature helps to replace one word with another word?

   a) Replace  b) Paste  c) Redo

### Section B: Match the Following.[1 Mark Each]

| Column A | Column B |
|---|---|
| 1. Cut | a. Similar Words |
| 2. Copy | b. Cancel last action |
| 3. Paste | c. Move text |
| 4. Undo | d. Insert the Text |
| 5. Thesaurus | e. Duplicate Text |

## Answer Key

### Section A

### Tick the Correct Answer.

1. b) Paste
2. b) Spelling & grammar
3. a) Replace

### Section B

### Match The Following.

1- c 2-e 3-d 4-b 5-a

# Delhi Public School Gandhinagar

## Academic session (2026-27)

Class: III

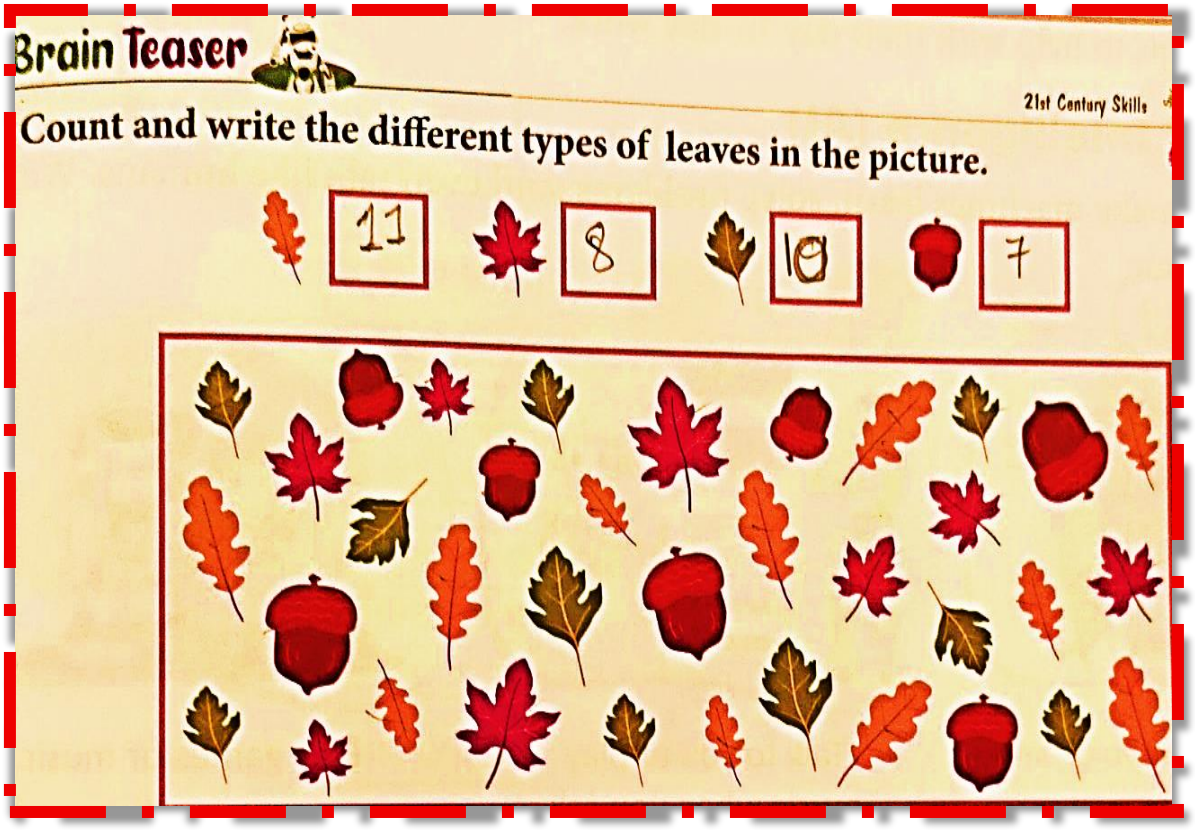
Study Materials

# JUNE:2026

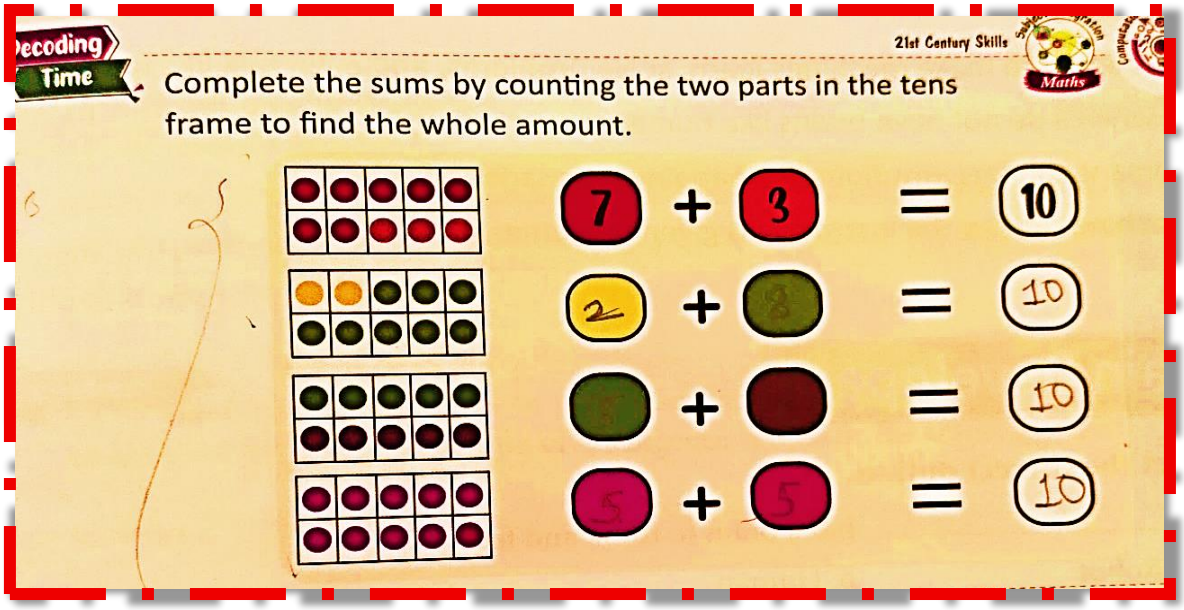
## Subject: Computer

# L-8 AI and You

**Page no. 87**




**Page No. 89**



## Page No. 90

**A. Select the correct option.**

1. A **Human** has a brain to think and feel.

a) Robot b) Human c) Car

## Page No. 91

2 What helps machines become smart?

a) Sleeping b) Magic c) Artificial Intelligence

**B Write T for True and F for False.**

1 Machines cannot feel emotions. T

2 AI stands for Artificial Intelligence. F

3 AI helps machines become slow. F

**C Answer the following questions.**

1 What is a natural intelligence?

**Ans: The ability to think, learn, remember and solve problems in humans is called natural intelligence.**

2. What is artificial intelligence?

**Ans: Artificial Intelligence is a way to make machines learn, solve problems and even talk like humans.**

3. Name two things AI helps machines do.

**Ans: i) To drive cars without a human driver help.**

ii) **It helps clean your house.**

## Competency Based Questions.

1. Ananya solved a tough maths problem, remembered yesterday's lesson and helped her friend with homework. She used her ability to think and act. What kind of intelligence did Ananya use?

**Ans: Human Intelligence.**

2. Rohit asked his smart speaker to play music. It played his favourite song. The speaker understood his voice. What kind of intelligence is used in the smart speaker?

**Ans: Artificial Intelligence.**

**Page No. 92**



# Artificial Intelligence (AI) Worksheet
## Grade 3 – Computer Science / AI

## Section A: Tick (✓) the Correct Answer (1 Mark Each)

1. Which of the following has Human Intelligence?
   - ☐ Calculator
   - ☐ Human Being
   - ☐ Robot
2. Which of the following is an example of AI?
   - ☐ Siri
   - ☐ Tree
   - ☐ Dog
3. Which intelligence is found in animals?
   - ☐ Artificial Intelligence
   - ☐ Natural Intelligence
   - ☐ Computer Intelligence
4. Who can feel emotions?
   - ☐ Robot
   - ☐ Computer
   - ☐ Human
5. Which can work for long hours without sleep?
   - ☐ Human
   - ☐ AI Machine
   - ☐ Dog

## Section B: Match the Following (1 Mark Each)

| Column A | Column B |
|---|---|
| 1. Dog | a. Artificial Intelligence |
| 2. Student solving a puzzle | b. Natural Intelligence |
| 3. Chatbot | c. Human Intelligence |
| 4. Bird making a nest | d. AI Assistant |

## Section C: Write NI, HI or AI (1 Mark Each)

**Write:**

- NI for Natural Intelligence
- HI for Human Intelligence
- AI for Artificial Intelligence

| Example | Answer |
|---|---|
| Dog finding its home | _____ |
| Student solving a math problem | _____ |
| Siri answering questions | _____ |
| Bird building a nest | _____ |
| Face Unlock on a phone | _____ |
| Child writing a poem | _____ |

## Answer Key

### (Section A)

**Tick the Correct Answer**

1. Human Being
2. Siri
3. Natural Intelligence
4. Human
5. AI Machine

### (Section B)

**Match the Following**

1 – b
2 – c
3 – d
4 – b

### (Section C)

**NI, HI or AI**

| | | |
|---|---|---|
| 1. NI | 2. HI | 3. AI |
| 4. NI | 5. AI | 6. HI |

# Delhi Public School, Gandhinagar

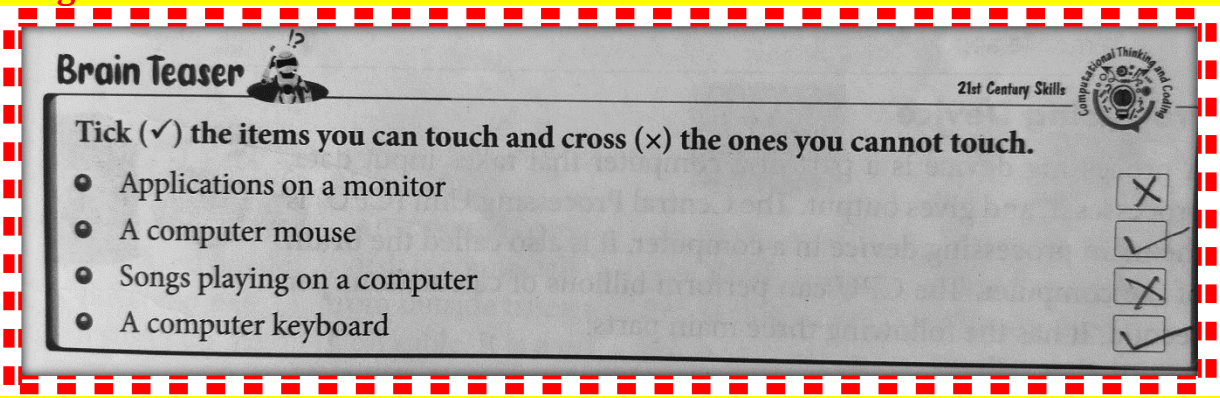
## Computer Study Material

## Class - III

## Month: May'2026-27

## L-1 Hardware and Software

**Page no. 7**



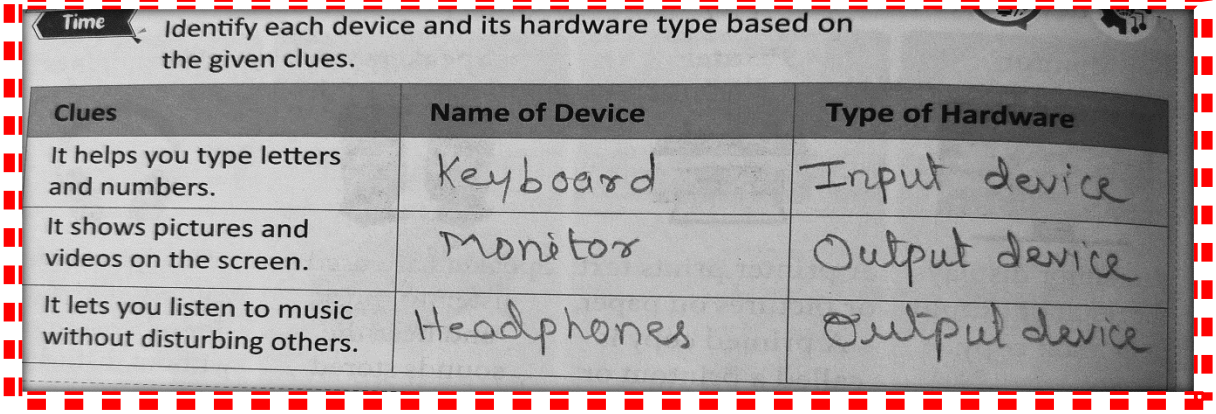
**Brain Teaser**

21st Century Skills

Tick (✓) the items you can touch and cross (×) the ones you cannot touch.

- Applications on a monitor ×
- A computer mouse ✓
- Songs playing on a computer ×
- A computer keyboard ✓

**Page no. 10**

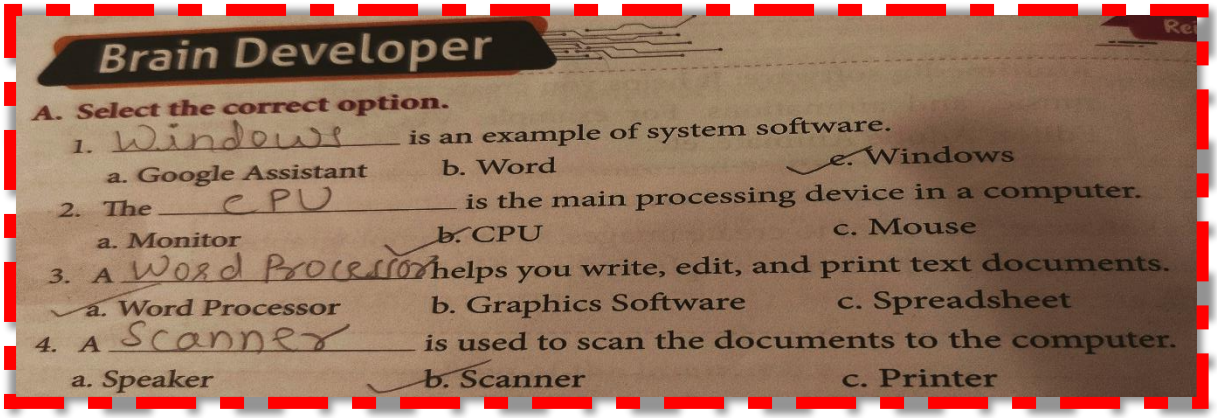


Time

Identify each device and its hardware type based on the given clues.

| Clues | Name of Device | Type of Hardware |
|---|---|---|
| It helps you type letters and numbers. | Keyboard | Input device |
| It shows pictures and videos on the screen. | Monitor | Output device |
| It lets you listen to music without disturbing others. | Headphones | Output device |

**Page No. 12**

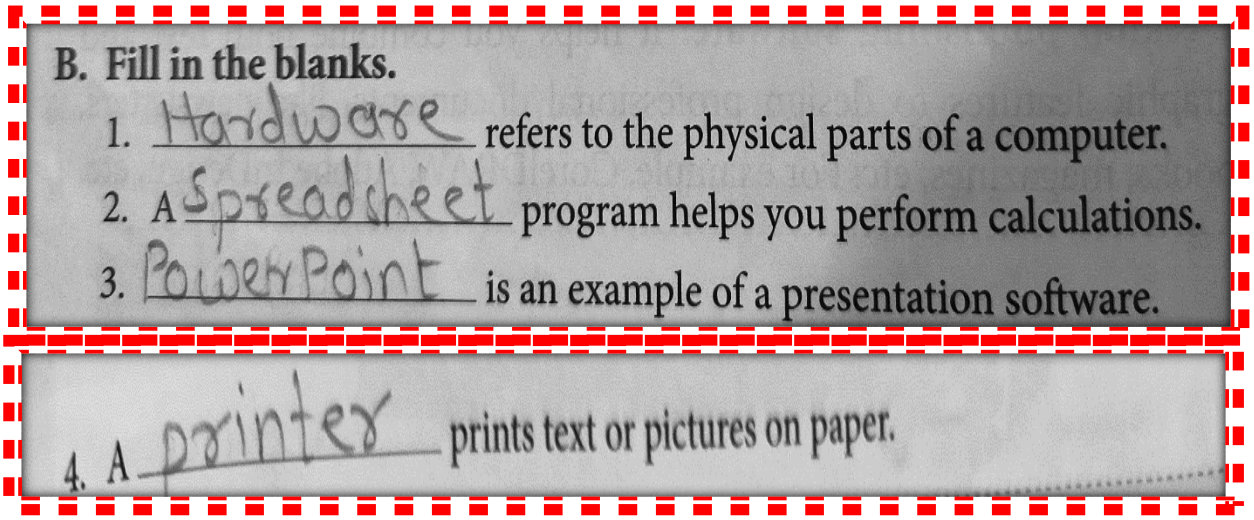


**Brain Developer**

**A. Select the correct option.**

1. Windows is an example of system software.
   a. Google Assistant b. Word ✓c. Windows
2. The CPU is the main processing device in a computer.
   a. Monitor ✓b. CPU c. Mouse
3. A Word Processor helps you write, edit, and print text documents.
   ✓a. Word Processor b. Graphics Software c. Spreadsheet
4. A Scanner is used to scan the documents to the computer.
   a. Speaker ✓b. Scanner c. Printer

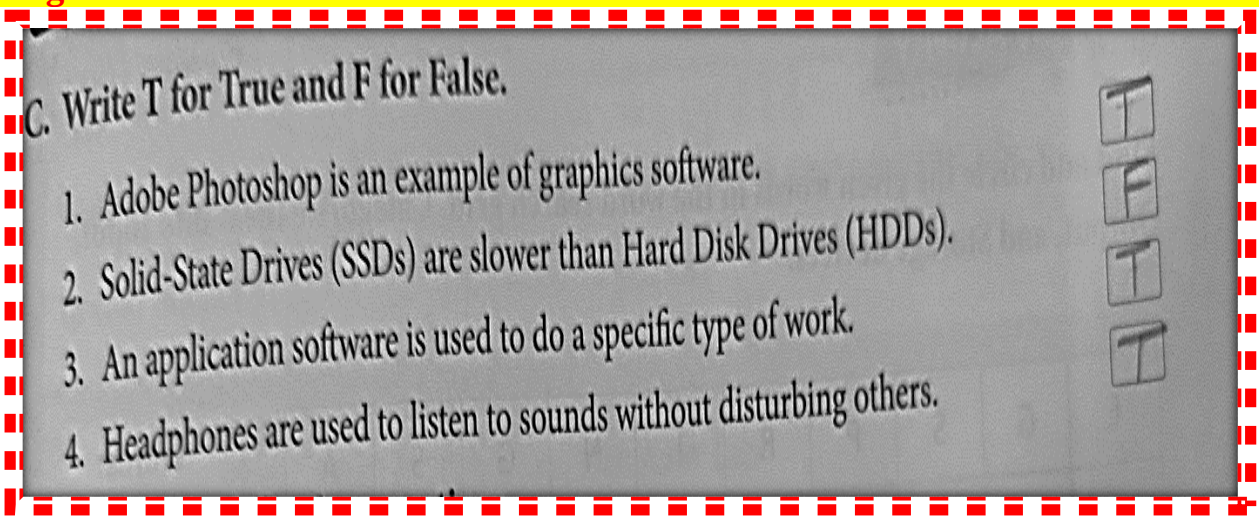
**Page No. 12**


B. Fill in the blanks.

1. Hardware refers to the physical parts of a computer.
2. A Spreadsheet program helps you perform calculations.
3. PowerPoint is an example of a presentation software.
4. A printer prints text or pictures on paper.

**Hints: PowerPoint Printer Hardware Spreadsheet**

**Page No. 13**


C. Write T for True and F for False.

1. Adobe Photoshop is an example of graphics software. T
2. Solid-State Drives (SSDs) are slower than Hard Disk Drives (HDDs). F
3. An application software is used to do a specific type of work. T
4. Headphones are used to listen to sounds without disturbing others. T

D. **Answer the following questions.**

1. Define hardware. Name its types.

**Ans.** **Hardware refers to the physical parts of a computer. Types of hardware are input devices, Output devices, processing devices and storage devices.**

2. Define software.Name its types.

**Ans.** **Software refers to a set of instructions or programs given to the computer to do some work. Types of software are System software and Application software.**

3. Explain presentation software with an example.

**Ans.** **It allows you to create slides, charts, animations and video clips in an engaging way. Eg.- PowerPoint, OpenOffice Impress.**

4. What is an operating system?

**Ans.** **An operating system controls and coordinates all the activities of a computer system, serving as a bridge between the user and the computer hardware.**

## Competency Based Questions

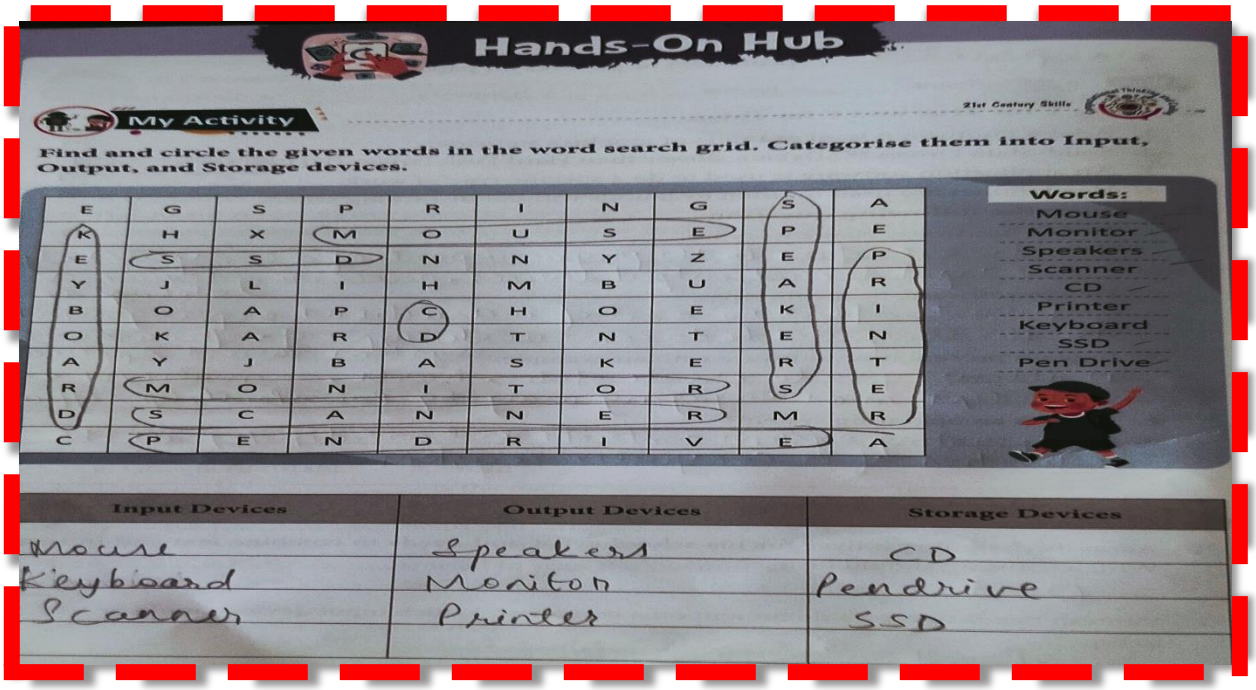
1. Arav is designing a flyer for his school event and needs to combine text and images. Which software should he use?

**Ans.** **Desktop Publishing Software.**

2. Ramesh needs to type a document on a computer. Which input device should he use to type?

**Ans.** **Keyboard**

## Page No. 14



## COMPETENCY BASED QUESTIONS.

**A] Fill in the blanks.**

1. The main processing device of a computer is called the **CPU.**
2. A **scanner** is used to scan documents or photos and send them to the computer.
3. A **printer** prints text or pictures on paper, giving a hard copy.
4. Small headphones that fit inside your ear are called **earbuds.**
5. **Application** software helps you do a specific type of work on the computer.

**B] Read the scenarios and select the correct option.**

1. If you want to type a story on the computer, which software will you use?

   a. Excel  b. Paint  c. Word

2. You want to listen to music without disturbing others, which device will you use?

   a. Speakers  b. HeadPhones  c. Scanner

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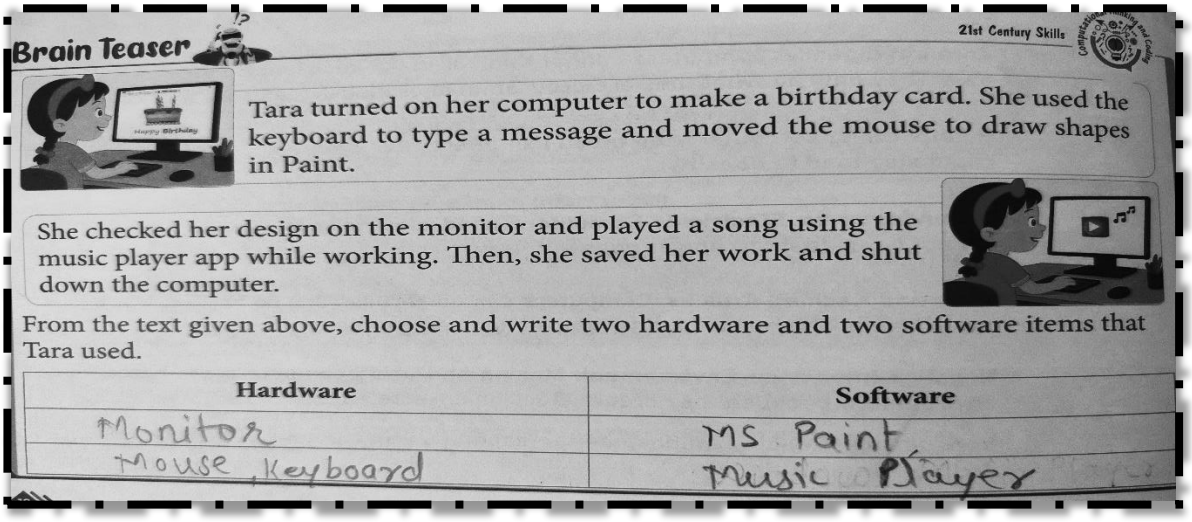
## Computer Study Material

## Class - III

## Month: April'2026-27

## L-2 Understanding Windows 10

### Page no. 18



**Brain Teaser**

21st Century Skills

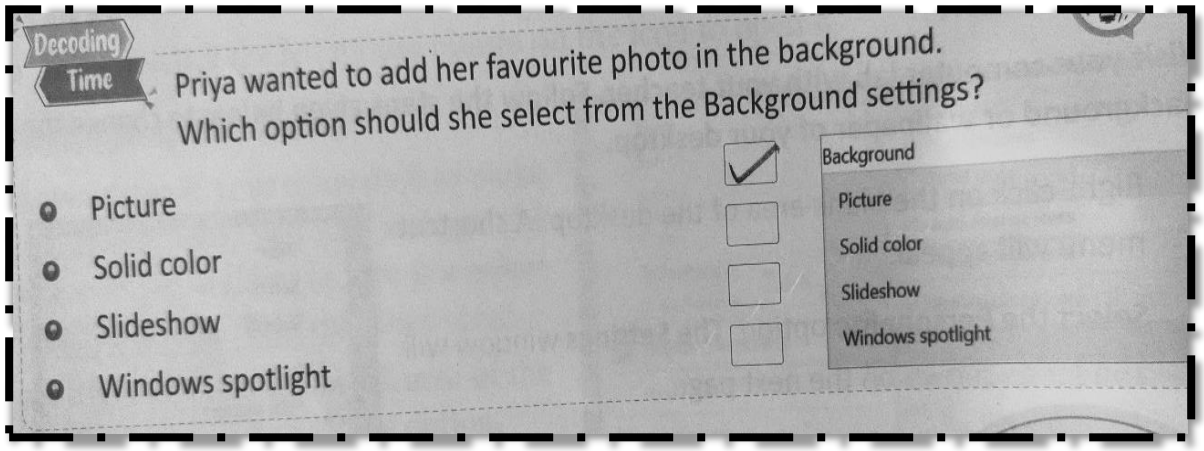
Tara turned on her computer to make a birthday card. She used the keyboard to type a message and moved the mouse to draw shapes in Paint.

She checked her design on the monitor and played a song using the music player app while working. Then, she saved her work and shut down the computer.

From the text given above, choose and write two hardware and two software items that Tara used.

| Hardware | Software |
|---|---|
| Monitor | MS Paint |
| Mouse, Keyboard | Music Player |

### Page No. 24



**Decoding Time**

Priya wanted to add her favourite photo in the background. Which option should she select from the Background settings?

- Picture
- Solid color
- Slideshow
- Windows spotlight

Background

Picture

Solid color

Slideshow

Windows spotlight

### Page No. 26

**A. Select the correct option.**

1. The Taskbar is a long horizontal bar located at the bottom of the desktop.
   a) Status bar  b) Menu bar  c) Taskbar

2. Booting is the process of windows starting and locating into the computer's memory.
   a) Booting  b) Restarting  c) Logging

3. Sorting the dekstop icons mean arranging them in a proper order.
a) Screen saver b) Sorting c) Wallpaper

4. I-Beam icon is used for inserting the text in a document.
a) Normal b) Busy c) I-Beam

**B. Fill in the blanks.**

1. The main screen of windows that appears after booting is known as the **desktop.**
2. **Four headed** arrow is used for moving pictures and toolbars.
3. The background image of the desktop is called the **wallpaper.**
4. A **double headed** arrow is used for resizing windows or images.

**HINTS:- Four-headed Double-headed Desktop Wallpaper**

**Page No. 27**

**C. Write T for True and F for False.**

1. Windows 10 does not have a graphical user interface. **F**
2. Icons on the desktop can be arranged. **T**
3. The Busy pointer means that the computer is ready and waiting for input. **F**
4. Non-adjucent icons refer to the icons that are not next to each other on the desktop. **T**

**D. Answer the following questions.**

**1. What are icons?**

Ans: The small labelled pictures or symbols present on the desktop are called icons.

**2. Define screen saver.**

Ans: The screen saver is an image that pops up on the computer screen whenever the computer is left idle for a certain time.

**3. Write any two features of windows 10.**

Ans: It provides easy access to programs.

Microsoft Edge, is the default Web Browser in Windows 10.

**4. Why is sorting icons on the desktop helpful?**

Ans: Sorting helps you to find icons quickly and keeps your desktop clean.

## Competency Based Questions

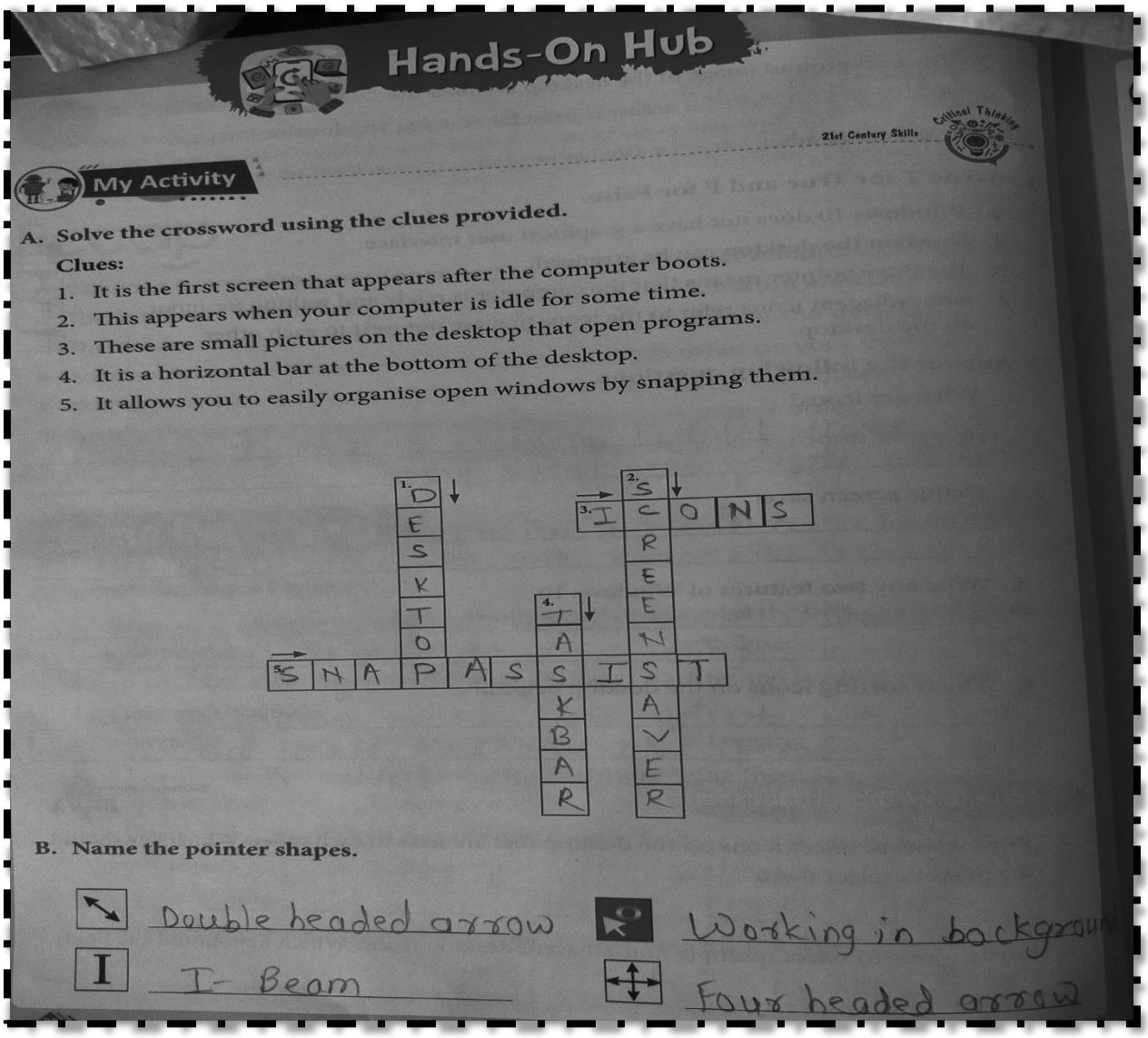
1. **Priya wants to select icons on the desktop that are next to each other. Which key should She press to select them?**

Ans: Shift Key

2. **Kavita wants to select multiple non-adjacent desktop icons. Which key should she hold?**

Ans: Control Key

## Page No. 28



Hands-On Hub

21st Century Skills

Critical Thinking

My Activity

A. Solve the crossword using the clues provided.

Clues:

1. It is the first screen that appears after the computer boots.
2. This appears when your computer is idle for some time.
3. These are small pictures on the desktop that open programs.
4. It is a horizontal bar at the bottom of the desktop.
5. It allows you to easily organise open windows by snapping them.

DESKTOP
SCREENSAVER
ICONS
TASKBAR
SNAPASSIST

B. Name the pointer shapes.

Double headed arrow

Working in background

I- Beam

Four headed arrow

## COMPETENCY BASED QUESTIONS

**A. Select the correct option.**

1. The process of loading the operating system into memory is called **booting**.

   a) Booting  b) Logging  c) Starting

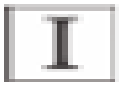
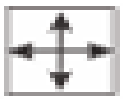
2. GUI stands for **Graphical User Interface**.

   a) General user Interface

   b) Graphical User Interface

   c) Global Utility Input

**B. Match the following.**

| Sr. No | Column A | Sr. No | Column B |
|---|---|---|---|
| 1. |  | A. | I-Beam [It is used for inserting the text in a document] |
| 2. |  | B. | Four -headed arrow[It is used for moving pictures and toolbars] |
| 3. |  | C. | Busy[It means that the computer is busy and wants you to wait.] |
| 4. |  | D. | Double-headed arrow [It is sued for resizing the windows or pictures.] |
| 5. |  | E. | Working in background[It means that the computer is processing while you are working.] |

**Ans.  1-C  2- D  3- A  4- B  5-E**