Delhi Public School, Gandhinagar

Class- II (July'25)

COMPUTER STUDY MATERIAL

Ch-5 TYPING IN WORDPAD

SECTION –I

Page no. 58

A **Tick (✓) the correct answer.** Conceptual Understanding

1. WordPad is a word processing program used to _____

(a) Create Drawing ○ (b) Type Text ✓

(c) Play Games ○ (d) None of These. ○

2. Which of the following is not a component of the WordPad window?

(a) Title Bar ○ (b) Quick Access Toolbar ○

(c) File Tab ○ (d) Tux Paint ✓

3. Which of the following is not an editing tool?

(a) Cut ○ (b) Paste ○

(c) Copy ○ (d) Underline ✓

4. The blinking line on the WordPad window is called a _____

(a) Work Area ○ (b) Title Bar ○

(c) Cursor ✓ (d) quick Access Toolbar ○

5. We use _____ to type the text in WordPad.

(a) Keyboard ✓ (b) Speakers ○

(c) Mouse ○ (d) Printer ○

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B Fill in the blanks using the given clues.

Exit, Document Area, Bold, Cursor

1. _____ is a program used to type text.
2. The blank screen where we can write in WordPad is called _____.
3. To close the WordPad program, click on _____ button.
4. The text will appear darker, if we select the _____ command.

Wordpad

C Answer the following questions:

WORDPAD

1. What — It is a Program used to type the text.
2. Write the shortcut keys to cut, copy and pa... the text. — CTRL+X, CTRL+C,CTRL+V
3. Name the following commands
   (a) To make the text bold. — BOLD
   (b) To make the text underlined — UNDER LINED
   (c) To change the size of the text — FONT SIZE

DOCUMENT AREA

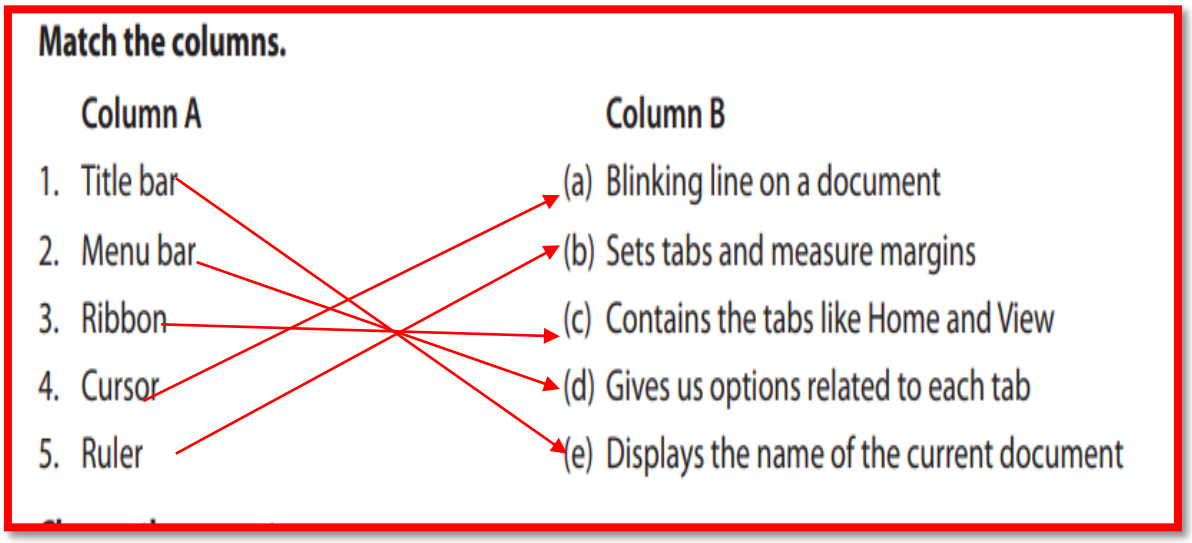
EXIT

BOLD

CBE BASED WORKSHEET

Match the columns.

Column A	Column B
1. Title bar	(a) Blinking line on a document
2. Menu bar	(b) Sets tabs and measure margins
3. Ribbon	(c) Contains the tabs like Home and View
4. Cursor	(d) Gives us options related to each tab
5. Ruler	(e) Displays the name of the current document



Delhi Public School, Gandhinagar
Class- II
Computer Study Material for the month of April'25
Ch-1 Know Your Computer

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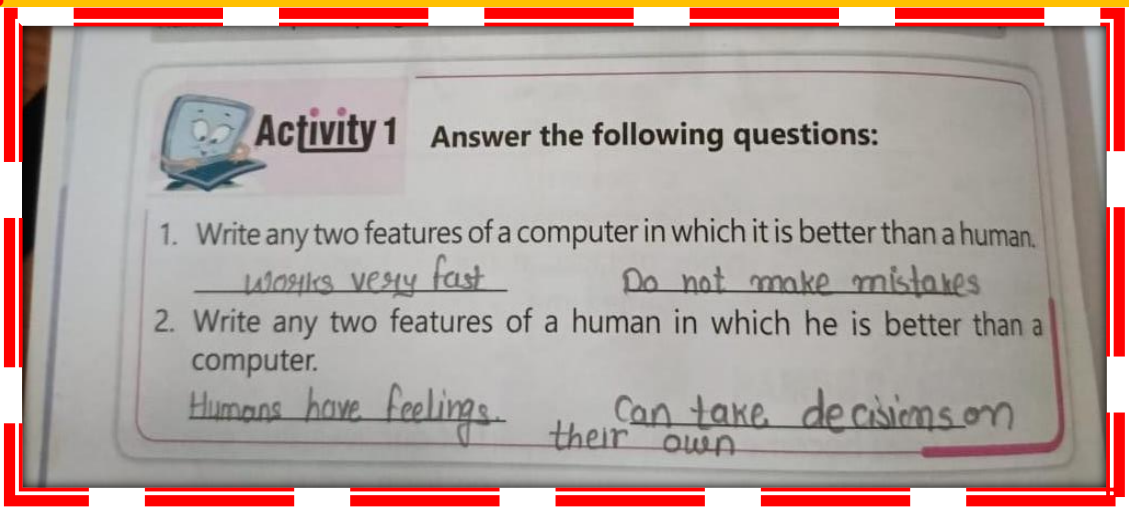

Activity 1 **Answer the following questions:**

1. Write any two features of a computer in which it is better than a human.
   works very fast Do not make mistakes
2. Write any two features of a human in which he is better than a computer.
   Humans have feelings. Can take decisions on their own

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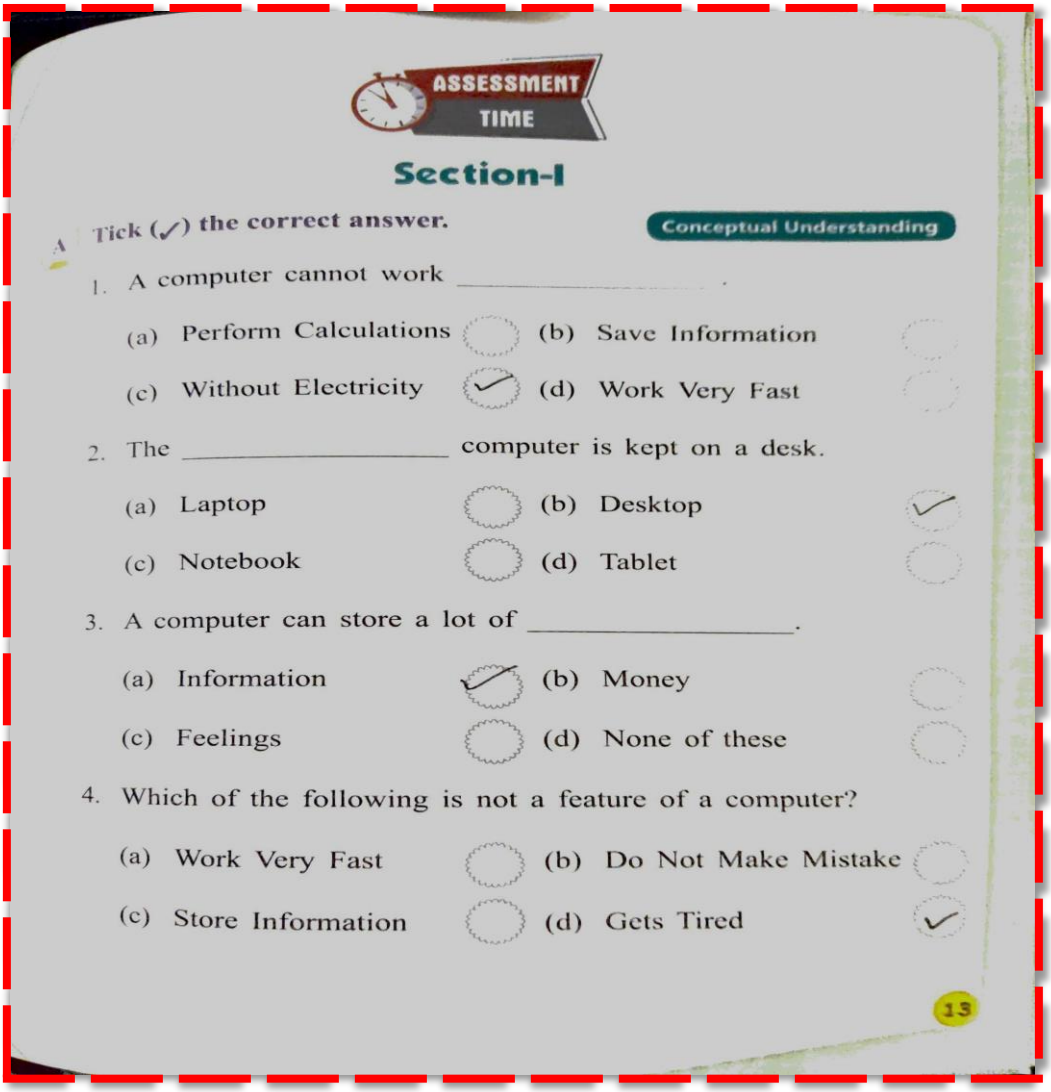

ASSESSMENT TIME

Section-I

A Tick (✓) the correct answer. Conceptual Understanding

1. A computer cannot work _____.
   (a) Perform Calculations ( ) (b) Save Information ( )
   (c) Without Electricity (✓) (d) Work Very Fast ( )
2. The _____ computer is kept on a desk.
   (a) Laptop ( ) (b) Desktop (✓)
   (c) Notebook ( ) (d) Tablet ( )
3. A computer can store a lot of _____.
   (a) Information (✓) (b) Money ( )
   (c) Feelings ( ) (d) None of these ( )
4. Which of the following is not a feature of a computer?
   (a) Work Very Fast ( ) (b) Do Not Make Mistake ( )
   (c) Store Information ( ) (d) Gets Tired (✓)

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B **Fill in the blanks using the given clues.**

Desktop Tired Laptop Machine

1. A computer is an electronic Machine.
2. A computer never gets Tired.
3. A laptop is a computer that runs on a battery and can be carried around easily.
4. A Desktop is a computer that runs on electricity.

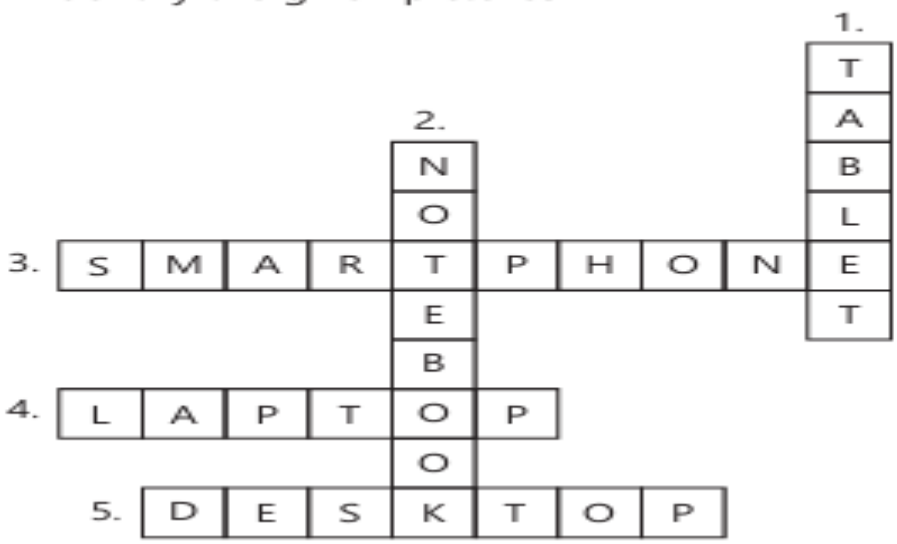
C **Write "True" or "False".**

1. A computer works very slow. False
2. A computer can do unlimited things. True
3. A computer gets bored after some time. False
4. A computer can remember many things. True
5. You can never make mistakes. False
6. A laptop is a type of computer. True

D **From the following features, write H for the ones that belong to a human and C for the one belong to a computer.**

Very Fast	C	Have feelings	H
Gets tired	H	Can take decisions	H
Never makes mistakes	C	Never gets bored	C

E. Complete the following crossword by identify the given pictures



CBE Based Question

A True and False

1.	A laptop is smaller than a notebook.	False
2.	A computer can take decisions on its own.	True
3.	Computers are available in various shapes and sizes.	True
4.	A tablet has a touch screen to work with.	True
5.	A computer does not get tired.	True

B Answer the following

Which part of computer is called the brain of Computer?

Ans. CPU

Name the part of computer which helps to enter the data.

Ans. Keyboard

Write two features of computer that make it so special?

Ans. 1. Computers never commit mistakes.

2. It is versatile.

C Who Am I?

1. I am kept on a desk. Desktop
2. I am smaller than a laptop. Tablet
3. I run on battery and have touch screen. Tablet
4. I am thin and light in weight. Laptop

Delhi Public School, Gandhinagar

Class- II

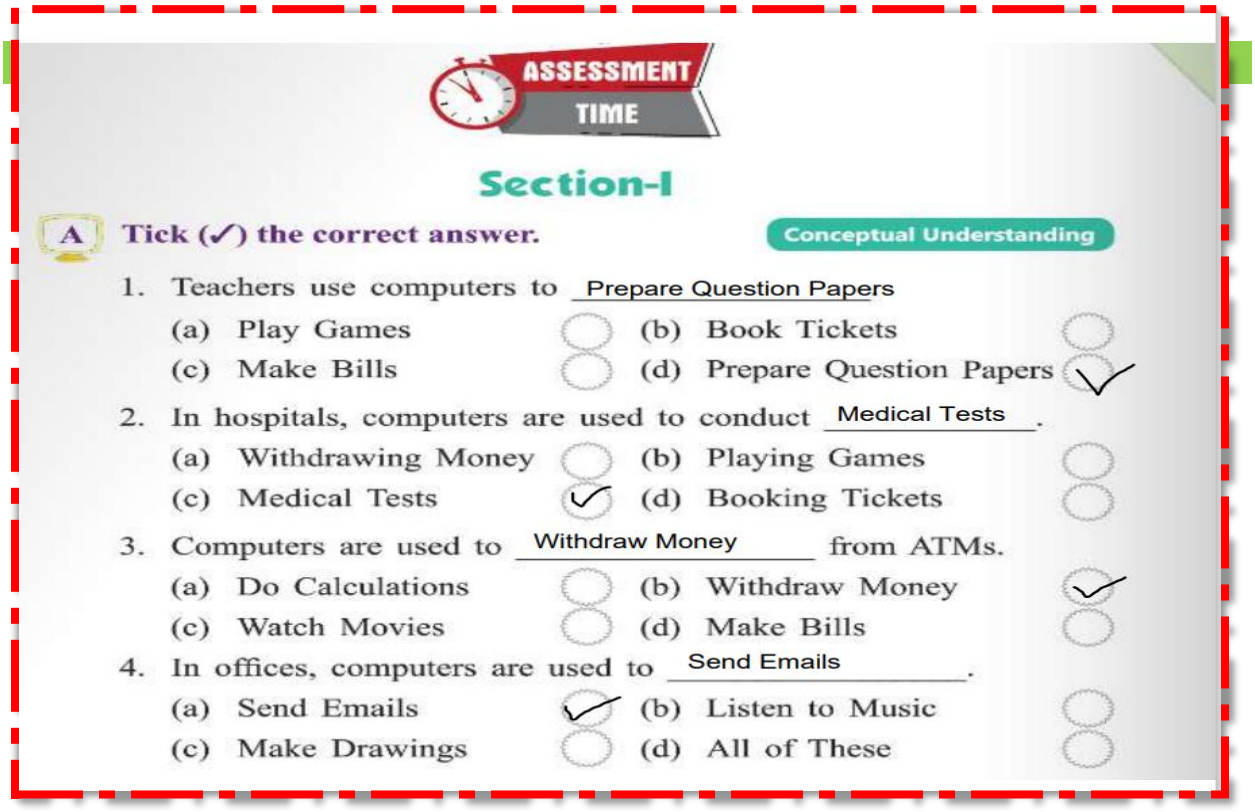
Computer Sample Notebook for the month of MAY-JUNE'25

L.2 USE OF COMPUTERS

Page no. 21.

Activity 1.

Rearrange the letters to find the names of places where computers are used.



Page no.22

B Fill in the blanks using the given clues.

Bills Movies Teachers Traffic

1. We can watch Movies on a computer.
2. Computers are used in shops to make Bills.
3. Computers are used at airports to manage Traffic.
4. Teachers use computers for preparing test papers and report cards.

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

1. Computers are used in schools for booking tickets. — F
2. In a bank, computers are used do online shopping. — F
3. Computers are used for designing buildings. — T
4. A computer cannot be used to keep the records of patients. — F

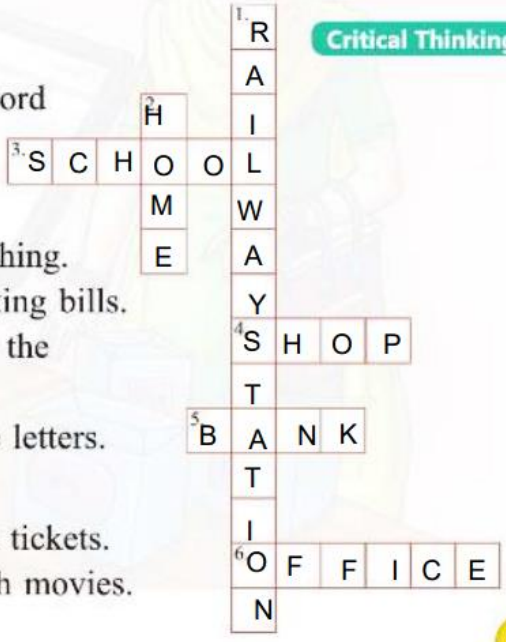
D Complete the following.

1. Computers are used in Schools for Prepare Question Paper.
2. Computers are used in hospitals for Medical Test.
3. Computers are used in malls for Bills.
4. Computers are used in offices for Send Mails.
5. Computers are used at airport for Book Tickets.

E Crossword Puzzle

Critical Thinking

Solve the following crossword using the given clues:



Across:

3. A computer is used here for teaching.
4. A computer is used here for making bills.
5. A computer is used here to keep the record of money.
6. A computer is used here to write letters.

Down:

1. A computer is used here to book tickets.
2. A computer is used here to watch movies.

CBE WORKSHEET

A Tick the correct options

1. In railway stations, how are computers useful?

a) For booking tickets **b)** Preparing result

2. How are computers useful in banks?

a) For creating animation **b)** To maintain customers bank account

3. In which figure is Arjun listening to music using the computer?

a)

a)

4. What is the person in the given figure doing?

a) Withdraw money from ATM **b)** Watching movies

5. Where is computer not used from the following?

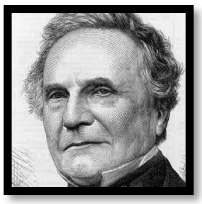
a) Listening to music **b)** Cooking food

6. What is the use of computer in office?

a) Typing documents **b)** Watching Movie

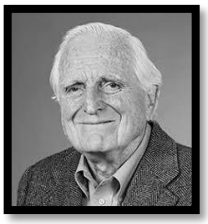
Critical Thinking Questions

1. Who is the father of computer ?



Ans: Charles Babbage

2. Who invented the first computer mouse?



Ans:Douglas Engelbart

3. Who invented the first commercial digital robot ?

Ans:George Devol

4. Who was the first lady programmer ?

Ans: Ada Lovelace