

ST. PETER'S INTER SCHOOL

Sanjua, Bakhrabat, South 24 pgs.

Class Test

Class - IV Subject - Computer

Date: 02.08.202

Name - _____ Roll - _____

A) Fill in the blanks, :- 10x1 = 10

- ① Table group is present on the _____ tab.
- ② _____ list is used to add multiple levels to the list of data.
- ③ _____ is the text that appears at the top margin of any page.
- ④ _____ is the basic unit of data storage in the computer memory.
- ⑤ If you need to combine several cells into one use the _____ option.
- ⑥ A _____ is a dot on a symbol that mark an important line of information.
- ⑦ All the data and instructions are stored in the computer in the form of _____.
- ⑧ After we create a table, we can format the entire table by using _____.

9) Bullets option is present under the HOME tab in the _____ group.

10) A computer stores data and information in its _____

B) Match the following

5x1=5

a) Find

b) Replace

c) Undo

d) Redo

e) To check the spelling and grammar mistakes

a) Ctrl + Z

b) Ctrl + Y

c) F7

d) Ctrl + F

e) Ctrl + H