



**ITL PUBLIC SCHOOL  
PRE PERIODIC TEST (2024-25)**

**Date: 3.07.24**

**Class: V**

**COMPUTER APPLICATION**

<b>SECTION - A</b>		
<b>1.</b>	<b>Answer the following Multiple Choice Questions:-</b>	
a.	<b>What is the purpose of organizing files into folders?</b> i) To delete files faster ii) To keep your computer clean iii) To make it easier to find and manage files iv) To make the computer run faster	
b.	<b>What is the Home tab commonly used for?</b> i) Playing games ii) Accessing basic commands iii) Downloading files iv) Shutting down the computer	
c.	<b>Which of the following can you usually find in the Home tab?</b> i) Delete button ii) Rename button iii) Cut, Copy, and Paste buttons iv) All of the above	
d.	<b>Which of the following is a type of file?</b> i) Task bar ii) Folder iii) Image iv) Window	
e.	<b>Which button in the Home tab allows you to move a file/folder from one location to other?</b> i) Copy ii) Paste iii) Select All iv) Move to	
<b>2.</b>	<b>Answer the following in one word:-</b>	
a.	What is the name given to a folder which is inside another folder?	1
b.	Write the keyboard shortcut to open file explorer.	1
c.	Name the default location where all videos are saved.	1
d.	Name an object that contains data or information.	1
e.	Name the mode that shows multiple opened windows and allows to switch among them quickly and easily.	1
<b>SECTION - B</b>		
<b>3.</b>	<b>Application based questions:</b>	
a)	Mohan needs to create a new word file for her sports project. Describe the steps he would take to create a file named "Sports journal" on his desktop.	1
b)	You saved a video file with the wrong name by mistake. Explain how you would you rename it to "Fun Time"	1
c)	You opened multiple application windows without realizing. So, your teacher asked you to show the desktop.	1
d)	You opened multiple application windows without realizing. So, your teacher asked you to cascade all windows so that you can switch to any of them easily.	1

e)	You want to save a copy of your CA's homework on both your desktop and your Downloads folder. Explain how you would copy a file named "CA.docx" from the Downloads folder to the desktop.	1
<b>SECTION – C</b>		
<b>4.</b>	<b>Answer the following questions in short :-</b>	
a)	Where do you find window control buttons in an opened application window	1
b)	How do you show windows stacked?	1
c)	What would you do to arrange all the windows vertically like thumbnails on your desktop?	1
d)	What is File explorer?	1
e)	What is Task view?	1

