ITL PUBLIC SCHOOL
PRE MID-TERM (2024-25)

Date: **Class:V**

COMPUTER APPLICATION

	SECTION - A	
1	**Answer the following Multiple Choice Questions:-**	5 marks
i)	Overlaid windows are also known as _____ windows? a) Stacked b) Side by side c) Cascade d) desktop	1
ii)	Which steps do you follow to add a new slide in your presentation? a) Home > Layout b) Insert > New c) Home > New Slide d) Insert > Layout	1
iii)	Which option help us to apply selected background to all slides. a) Apply to All b) All slides c) Apply Background to All d) Reset Background	1
iv)	To modify selected theme, click the _____ tab and select any variant in the Variants group. a) Themes b) Format c) Design d) Insert	1
v)	Which of the following steps are used to change the theme of a slide? a) Layout > Slide b) Design > Layout c) Design > Theme d) Home > Layout	1
2	**Answer in one word**	5 marks
i)	Shortcut key to open task view to select among the opened windows.	1
ii)	When we start with a blank presentation, the default slide that appears is called _____	1
iii)	In which tab we find Slide Sorter option?	1
iv)	Write the shortcut key to create a new folder.	1
v)	Give any two example of vertical alignment of text.	1
	SECTION - B	
3	**Application based questions:**	5 marks
i)	Priya saw her brother working on a powerpoint presentation. She asked him to modify theme colors. Which option allows user to view different colors for the same theme?	1
ii)	Keshav has made a beautiful presentation for his teacher as a surprise for her Birthday. What is the shortcut key to run the PowerPoint presentation?	1
iii)	Tanmay is working on multiple windows. He wants to arrange all the active windows on his desktop. Suggest any one way to arrange all the active windows.	1
iv)	Bhavika was working on her project for a long time. By mistake she deleted one of her important file. Where she could find her delete file?	1
v)	Inaaya is very good in making presentation. She is learning shortcut keys to work faster. What is the shortcut key to add a new slide?	1

	SECTION - C	
4	**Answer the following questions:-**	5 marks
i)	What is Recycle bin?	1
ii)	What is a folder?	1
iii)	What is a template?	1
iv)	What are variants?	1
v)	Which steps do you follow to set text orientation in a placeholder.	1