



PANCHSHEEL PUBLIC SCHOOL

10+2 Senior Secondary School (Affiliated & Recognized by CBSE)

Jaitpur, Badarpur, New Delhi-44

Mid –Term Reision -Test 2022-23

Time: 45 min

Subject: Computer Class: IV

M. Marks: 50

Name:.....

Roll No

Q.1 Fill in the blanks:

10

1. Microsoft powerpoint is a part of the _____ package.
2. You can press the _____ keys to save a presentation.
3. You will find the footer icon under the _____ tab.
4. The _____ feature help you find a particular word in a document.
5. The sound you hear on your computer is called _____.
6. _____ devices are used to show or play multimedia elements.
7. Click the _____ button to open Start menu.
8. A folder inside another folder is called a _____.
9. The _____ option in the context menu helps us create a file or folder
10. The header and footer icons are present in the _____ group.

Q.2 whether the following statements are True or False:

10

1. The Thesaurus icon is located on the View tab _____
2. It is necessary to add both header and footer in a document _____
3. There is only one method to exit Mcrosoft Powerpoint. _____
4. You cannot open a saved presentation. _____
5. Touch screen cannot be used to input data _____
6. Headphones are used to listen to songs. _____
7. You cannot change the name of a file or folder _____
9. Microphone is a multimedia element _____
10. Tux paint is used to create graphics _____

Q.3 Match the columns.

5

Component o Powerpoint Window

Function

- | | |
|---------------|---|
| 1. Title bar | a. It displays different options under a tab |
| 2. Slide pane | b. It is used to type notes |
| 3. Slide | c. It displays the name of the presentation. |
| 4. Notes pane | d. It displays all the slides in a presentation . |
| 5. Ribbon | e. It is a page that displays information. |

Q.4 One word answer:

5

1. Name one multimedia device used to display vedios.

Ans. _____

2. Name one component of the windows Explorer window.

Ans. _____

3. Give one Example of input device

Ans. _____

4. Give one Example of output device

Ans. _____

5. Name one multimedia decices used to display audio files.

Ans _____

Q.5 Answer the following questions

8

1. What is presentation?

Ans. _____

2. What is multimedia?

Ans. _____

3. What are files and folders?

Ans. _____

4. Why do we need to close a file before renaming it?

Ans. _____

5. What are input devices?

Ans. _____

6. What is projector?

Ans. _____

Q.5 Write the steps to create a new presentation in powerpoint (4)

Ans. _____

Q.6 Draw any one input device and one output device with label (4)

