

MOUNT CARMEL INTERNATIONAL SCHOOL, AKOLA



Cambridge International

TERM END EXAM: II

Subject: ICT

Date: 02.04.2024

Student's Name: _____ Roll No: _____ Grade: 2

Marks: 35

Time Duration: 60 Minutes

Invigilator's Sign.

Q.1. Identify the following keys: -

(4)

1. Key that is placed at the upper-left corner in most of the keyboard.

2. Key used with the other keys for different purposes.

3. Keys that have special signs and symbols, which are required at the time of writing.

4. Key which is used to move the cursor several spaces forward at once.

Q.2. Rewrite the jumbled words : -

(4)

1. EPCINL - _____

3. NILE - _____

2. AMGNIREIF - _____

4. ERTCEANLG - _____

Q.3. Match the following: -

(4)

1. Title bar

- a. Contains multiple tabs like File, Home, etc

2. Ruler

- b. Blinking vertical line in the work area

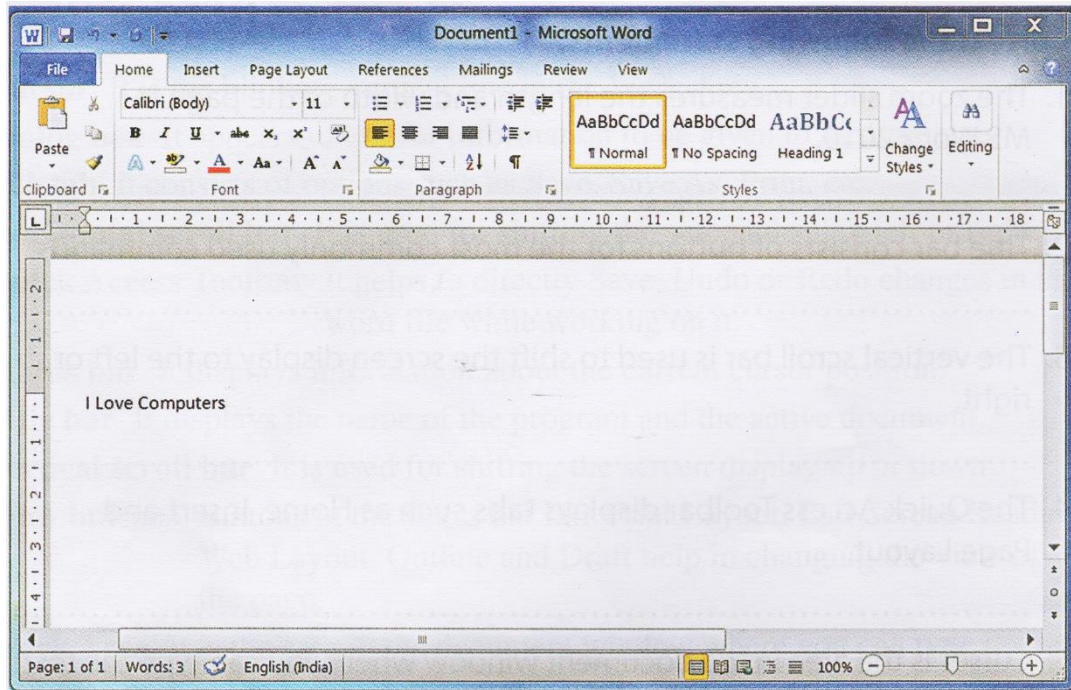
3. Cursor

- c. Displays the name of the program

4. Ribbon

- d. Measures the length and width

Q.4. Look at the following picture carefully. Answer the questions that follow: - (6)



1. What is the word count shown on the Status bar? _____

2. Identify the name of the document from the Title bar.

3. What is displayed in the Work Area? _____

Q.5. Correct the following statements.

(4)

1. Drawing area is black in colour.

2. A Ruler helps you type in Microsoft Word.

3. Magnifier tool is used to draw lines.

4. Title bar consist of buttons for the most commonly used commands.

Q.6. State true or false: -

(3)

1. You can press the Tab key to move the cursor several spaces forward at once. _____
2. Left-click displays a list of properties of the selected item. _____
3. Clicking means to select an item and move it to another location on the computer. _____

Q.7. Answer the following questions? (Any 5)

(10)

1. What is the role of the Status bar in MS Word 2010?

2. Where is the Escape key placed in the Keyboard?

3. What is the use of the Scroll bar?

4. Name the main components of the Paint window.

5. What are the View buttons in MS Word 2010?

6. Give five examples of symbol keys.

7. What is the Work Area?
