



SOLVED ASSIGNMENT OF FA-1

CLASS: 3rd

SUB: I.T

Chapter 1 “COMPUTER BASICS”

Page 8-Practice zone

1. – IPO
2. – Scanner
3. – Double-click
4. – Microphone
5. – Keyboard
6. – Drag and drop

Page 12-Practice zone

1. CPU
2. PRINTER
3. MONITOR
4. ALU
5. HARD DISK
6. DVD

Page 16-Assessment zone

A. 1. b. ALU

2. b. Output

3. b. Scanner

4. c. Drag and drop

B. 1. X 2. ✓ 3. X 4. ✓ 5. ✓

C. 1. IPO 2. software 3. CPU 4. input 5. storage

D. 2. mouse 3. Paint 4. Microphone 5. typing

E. 1. Digital Versatile Disc

- 2. Universal Serial Bus
- 3. Cathode Ray Tube
- 4. Input-Process-Output
- 5. Arithmetic Logical Unit

F. Ans1. IPO stands for Input-Process-Output. Data and instructions that a computer gets is called input. The entered data is then processed or changed into meaningful information by the CPU. The result of processing is called output. A computer follows the principle of IPO cycle. For example, we use a keyboard to type something. The CPU processes it and then the output is displayed on the monitor.

Ans2. CPU is made of three main parts.

- a. Arithmetic logical unit (ALU): All the calculations are done by the CPU.
- b. Control unit (CU): CU works like a manager and checks that all the computer operations are taking place correctly.
- c. Memory unit: CPU stores all the data and instructions that need to be processed in the memory unit.

Ans3. The output devices are used to display the results of processing to the user. For example, monitor, printer and speakers.

Ans4.

Hardware	Software
1. Any part of a computer that can be felt and touched.	1. It is a set of rules or programs given to a computer to perform certain tasks or actions. It cannot be touched.
2. It wears out with time.	2. It does not wear out with time.
3. Monitor, keyboard, CPU, scanner and printer are examples of hardware.	3. Windows Operating System, Paint and Tux Paint are examples of software.

Ans5. System software is a built-in software which controls the overall working of a computer. It controls and manages the different activities happening in a system. Software which helps us to do a specific type of work is called an application software.

SOLVED ASSIGNMENT OF FA-2

Chapter 2 “MORE ABOUT KEYBOARD”

Page 26-Practice zone

1. Enter key
2. Spacebar
3. Shift key

Page 27-Practice zone

1. Q
2. M
3. %
4. S

Assessment zone

A. 1. d. Backspace

2. b. Enter

3. c. Tab

B. 1. X 2. ✓ 3. X 4. X 5. X 6. ✓

C. 1. Delete

2. Caps Lock

3. Shift

4. Num Lock

5. End

D. Do it by yourself

E. Ans1. We can type Capital letters by turning on the Caps Lock key present on the keyboard or keeping the shift key pressed while typing.

Ans2. Backspace key removes the character left to the cursor. Delete key removes the character right to the cursor.

Ans3. A small blinking line that shows where the next letter or number will appear on the computer screen is known as the cursor. The cursor can be moved left and right or up and down by pressing the four keys that have arrows on them. These four keys are called Cursor Control keys.

Ans4. The Enter key is used to start a new line. A keyboard has two enter keys.