

a) Answer the following questions:-  
1) What is operating system?

Ans:- Operating system or OS is a special software that manages the general operations of a computer system.  
eg:- Windows, Unix.

2) What is desktop?

Ans:- After booting process, the screen which appears is called desktop.

b) Long question answers:-

a) Write the steps to create a folder on desktop?

Ans:- The steps are:-

i) Right click on the mouse anywhere on the desktop.

ii) Select 'New' option from the drop-down menu.

iii) Click on the folders option to create a folder.

iv) A folder appears with 'New folder' name, ~~then~~ rename the folder as your wish.

b) Write the steps to change 'wallpaper'.

Ans:- The steps are:-

i) Right click on the mouse.

ii) Select the option 'Personalize'.

iii) A shortcut menu appears.

iv) Select a background or wallpaper of your choice and click 'OK'.

c) Write full forms:-

ALU:- Arithmetic and logical Unit

Gb:- Gigabytes

Tb:- Terabytes

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OMR:- Optical Barcode Readers

MICR → Magnetic Ink Characters Readers.

Q) Fill in the blanks :-

1) The Operating system software manages the general operations of a Computer system.

2) GUI stands for Graphical User Interface.

3) Start button is present at the bottom left of the screen.

4) The shaded area behind the desktop icons is called the wallpaper / Desktop background.

5) The long bar that we see at the bottom of the screen is Taskbar.

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E) True/False:-

1) Gadgets are folders that contains files. (False)

2) A folder may have files and folders. (True)

3) Images on idle screen are called wallpaper. (False)

4) We can set our own picture as wallpaper. (True)

5) Once we give a name to a folder, we cannot rename it. (False)

6) Words for rearrange :-

i) Wallpaper ii) Operating system

iii) Screensavers iv) Games

v) Electronic

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Match the following:- (Answers)

a → 2

d → 6

b → 3

e → 4

c → 1

f → 5

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