

BGS National Public School
Hulimavu, Bannerghatta Road, Bengaluru
Module 2 – Operating a computer.

Class - 1

NOTES

I. Fill in the blanks:

1. **Desktop** is the first screen that is displayed when we switch on the computer.
2. Clicking on the **Maximize** button makes the window big.
3. You can switch on the laptop by pressing the **Power** button.
4. To start a computer, Press on the **Power** button.
5. The computer must be **Shut down** before switching off the power supply.

II. State True or False:

1. Small pictures on the desktop are called icons. **T**
2. Power button is used for switching on a computer. **T**
3. Clicking the Maximize button makes the window small. **F**
4. A thin bar at the bottom of the windows desktop is Called a Taskbar. **T**
5. Notepad is a text editor. **T**

III. Match the Following:

Desktop	
Icon	

Title bar	
Power button	
Task bar	

IV. Multiple choice Questions:

1. Select the button that makes the window fill the entire screen.

a) **Maximize** b) Minimize c) close d) None of the above

2. Choose the icon that represents the Close button.

a)  b)  c)  d) 

3. Identify the icon for the Power button.

a)  b)  c)  d) 

4. Neha turns on her computer and sees many small pictures on the screen. Choose the correct option for her.

a) **Icons** b) toys c) Stamps d) Sticker

Learning outcome 1:

- Describe the steps to start a computer.
- Desktop, Icons, Title bar, Task bar.

Initiation: A video on starting a computer is displayed.

Learning Outcome 2: Discuss about resizing the window.

Initiation: Demonstrate changing the size of a window.

Learning Outcome 3: Explain the steps to start a program in Windows. Describe the steps to shut down a computer.

Initiation: Show the steps using some application.

IV. Answer the Following:

1. Define Desktop.

Ans: The first screen that appears on the Monitor is called a Desktop.

2. Describe the term Taskbar.

Ans: The thin bar present at the bottom of the screen is called Task bar.

3. Explain the steps to start a program in windows

Step1: Click on the Windows icon

Step2: Type notepad in the search box

Step 3: Click on notepad icon to open it.