



**K.P.C. PUBLIC SCHOOL, KHARGHAR**  
**ASSESSMENT-V (2022-23)**

**GRADE: V**

**SUB: COMPUTER**

**NAME:** \_\_\_\_\_

**MARKS: 25**

**TIME: 1 hr.**

**Roll No -**

**Q.1 Tick (✓) the correct answers.**

**5M**

1. Which of the following is a ready-to-use design of a presentation?  
a) template                      b) background                      c) theme
2. On which tab is the Slide Master option available?  
a) view tab                      b) insert tab                      c) design tab
3. Workbooks are saved with an extension \_\_\_\_\_.  
a) .xlsx.                      b) .xlsxl.                      c) .xlsx.
4. Which one of the following is used to separate username from the domain name in an email address?  
a) #                      b) &                      c) @
5. The step-by-step instruction of performing a task to get a work done is called \_\_\_\_\_.  
a) algorithm                      b) output                      c) input

**Q.2.Fill in the blanks. Choose words from the box.**

**4M**

**Notes page, Ctrl+N, Reply, three**

1. You can send your reply to an email received using \_\_\_\_\_ option.
2. The shortcut key to create a new workbook is \_\_\_\_\_.
3. The \_\_\_\_\_ view adds special notes to the slide.
4. By default there are \_\_\_\_\_ worksheets in Excel.

**Q.3 Write True or False.**

**5M**

1. We can send messages and files through emails. \_\_\_\_\_
2. The active cell has a thick black outline. \_\_\_\_\_
3. The background color of slides cannot be changed. \_\_\_\_\_
4. MS PowerPoint comes with only two built-in themes. \_\_\_\_\_
5. A flowchart should have only one start and one stop box. \_\_\_\_\_

**Q.4 Match the columns.**

**5M**

Column A	Answer	Column B
1. Layout		a.Yahoo mail
2. AutoFill		b.Inbox
3. Closing an account		c.Series
4. Read emails		d. Design tab
5. Website		e.Sign out

**Q.5. Rearrange the letters to get the correct word or words.**

**3M**

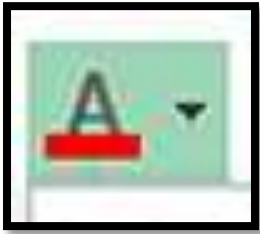
- 1. wiev bat \_\_\_\_\_
- 2. mohe atb \_\_\_\_\_
- 3. lipc rta \_\_\_\_\_

**Q.6. Label the icons correctly from the given option.**

**3M**

**[Slide Sorter view, Google Chrome, Font Color]**

1.



2.



3.



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