ANANDALAYA
ANNUAL EXAMINATION
Class : VII

Subject: Computer   M.M: 20
Date   : 22/02/2020   Time: 1 Hour

Name : _____   Class VII- _____   Roll No:_____

Q-1   Answer the following questions in one or two sentences?   (10)

1   What is the use of **Merge & Center** button in **Alignment** group of **Home** tab?

2   List the options available for text alignment.

3   Define the term concatenation in context of M.S. Excel.

4   Define the term Function in context of M.S. Excel.

5   How will you insert a new slide in a presentation ?

6   Presentation with what extension opens directly in the Slide Show View?

7   What is a protocol? Why is it required?

8   What is a smiley? Give two examples.

9   Name any two antivirus software.

10   Which part of computer gets infected by virus – Hardware or software?

Q-2   Fill in the blanks: (5)

1.   _____ command confines the data in one cell and in multiple lines.

2.   _____ is the way in which data is positioned within the boundary of a cell.

3.   A _____ identifies a cell or a range of cells in a worksheet.

4.   A _____ function finds the largest value from the set of specified cells.

5.   An individual page in a presentation is called a _____.

6.   The file with an extension _____ directly opens in the slide show view.

7.   Every computer on the internet has a name called the _____ name.

8.   A _____ is a special program that reads and interprets web pages.

9.   Norton is a _____ software.

10.   After installing the antivirus software you should _____ it regularly.

Q-3   Write 'T' for the True statements and 'F' for the False statement.   (5)

1.   Text is always left aligned in a cell.

2.   The alignment buttons are available on the insert tab.

3.   The status bar shows the formula used in the active cell.

4.   In MS Excel , you can also start formula with * system.

5.   You cannot animate objects in a presentation.

6.   Press F6 to start a slide show using the keyboard.

7.   The short for e-mail is every time mail.

8.   You can attach maximum 3 files to an e-mail.

9.   A virus is the creation of human programmer.

10.   A virus infected hard disk should be kept separately otherwise all the parts of computer get infected.