

Solved Assignment of Unit 2nd

Subject: Computer

Class: 6th

Chapter no.: 02 (Computer memory)

1: Tick the correct answer:

a) ii b) i c) ii d) iii e) i f) i g) ii h) ii

2: True / false.

a) F b) T c) F d) T e) T f) F g) T

3: a) Cache b) primary, Secondary c) processor d) RAM
e) 168

4: Give the full form of the following:

a) Random Access Memory.

b) Read only Memory.

c) Erasable Programmable Read Only memory.

d) Dynamic Random Access Memory.

e) Magnetoresistive RAM.

5: Complete the following

a) 1 b) 1024 c) GB d) 1024.

6: Who am I?

a) Secondary memory b) Cache c) MRAM d) RAM

7: Answer the following questions:

a) Write a short note on Computer Memory?

Ans) Computer memory is the basic unit where data and instructions are stored temporarily.

b) Explain the purpose of Cache in the computer?

Ans) Cache is a temporary storage area for instructions and data that enhances the CPU speed.

c) Why is it important to choose high RAM while

Buying a Computer?

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Ans) The amount of RAM on the Computer determines the amount of programs and data a Computer can handle at one time, which affects the overall performance. More the RAM, faster the Computer will respond.

d) Differentiate between

i) Primary memory is often known as the working memory or the main memory of a Computer System. Primary memory is of two types - volatile and non-volatile. While as "Secondary memory" is used to store data for a long time. It operates at a slower rate than primary memory. This memory is permanent in nature.

ii) RAM, also called main memory, consists of memory chips that can be read and written to by the processor and other devices. While as "ROM" refers to memory chips used for storing data that can be read only. The data on ROM chips cannot be modified, hence the name read only memory.

iii) A programmable read only memory (PROM) is a chip is a blank ROM chip on which we can place items permanently. While as an "erasable programmable ROM (EPROM)" is another type of ROM on which its contents are erasable by ultra violet light and then reprogrammed by an PROM program.

e) What are the various types of RAM? Explain them?

Ans) Three common types of RAM chips are:

1- Dynamic RAM (DRAM) :- is inexpensive and the

most popular type of main memory used in Computers

2) Static RAM (SRAM): is efficient & fast, but it is very expensive. SRAM is used in small amounts as cache memory in a computer.

3) Magnetoresistive RAM (MRAM) is a newer type of RAM which stores data using magnetic charges instead of electrical charges.

f) What is a memory module? Describe its types?

Ans: A memory module is a circuit board that holds memory chips. Two types of memory modules are SIMMS and DIMMS.

A Single-line memory module (SIMM) is the most common type of memory module. SIMMS can have either 30 or 72 pins. A Dual-In-line memory module is used in computers with a pentium or compatible of CPU. A DIMM is similar to a SIMM, but has 168 pins.

Chapter: 04 (Advance features in MS-Word) (4)

1. a) ii b) iii c) i) d. iii e) i
2. a) T b) T c) T d) T e) T f) T g) T h) T i) T
3. a) processing b) web layout c) right, left
d) Quick Access e) view f) PDF file g) red, green
h) Insertion point i) .docx j) vertical box k) strike through
4. a) Alt + Ctrl + P b) Alt + Ctrl + O c) Alt + Ctrl + N
d) Alt + W + G e) Ctrl + Scroll button of mouse.
- 5 a) Auto correct: As, we type words, the Auto correct feature corrects common spelling errors.
b) Newspaper column: Most word processing software programs can arrange text in two or more columns like a newspaper or magazine.
c) The Auto format feature automatically applies formatting to our text.
d) PDF format: The PDF format is a universal format that any computer user can open using a PDF reader program.
e) Digital Signature: is used to provide assurance that we are the source of the document.

6. Answer in 1-2 sentences.

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a) What is the use of track change feature?

Ans: Track change feature is used to track the editing and formatting changes made to our document.

b) Write a short note on Zoom in and Zoom out option?

Ans: On our screen, we can enlarge or reduce the display of text. we can increase the Zoom setting to view an area of our document in more detail or decrease the Zoom setting to view more of our document at once.

c) Which software programs are used to open PDF and XPS format files? P. 9 no 7 8

Ans) PDF → Adobe Acrobat Reader.

XPS → Microsoft XPS viewer.

d) What is the use of Macro feature?

Ans) A Macro saves our time by combining a series of actions into a single command. Macros are ideal for tasks we frequently perform.

e) What is the benefit of adding keyboard shortcuts?

Ans) Using a keyboard shortcut can be faster and more efficient than clicking a button on the ribbon.

f) Why should we apply protection to our document?

Ans) If we ~~was~~ don't want anyone else to intentionally or accidentally modify our document, we can protect our document by assigning a password to it.

7) Answer briefly:

a) What are the functions of MS-Word?

Ans) The functions of MS-Word are:-

1. Creating: When we create a document, it involves developing the document by entering text or numbers, using an input device such as a keyboard or mouse.
2. Editing: It is the process of making changes to the existing content of document.
3. Printing: Once we have created a document, we can print it many times.

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b) Name and explain the different views available in word?

Ans: Word offers five different views :-

1. Print layout: This view shows margins, headers, and footers.
2. Outline view: This view shows the outline levels in a document.
3. Web layout view: This view displays a web page preview of our document.
4. Full screen reading: This view optimizes our document for easier reading.
5. Draft view: This view shows the draft version of our document i.e., without graphics.

c) What is mail merge feature? How can it be helpful?

Ans) We can use the mail merge feature to produce a personalized letter for each person on our mailing list. Performing a mail merge is useful if you want to send the same document such as an announcement or greetings card to many people.

d) How should we insert, delete, save an equation?

Ans) Inserting an equation: 1. Position the insertion point where we want to insert an equation.

2. Click on insert tab.

3. Click on the arrow of equation button.

4. Click on Insert New Equation.

Deleting an equation: 1) click on the equation to display the equation box. (8)

2) Click on the three dots on the left side of the box.

3) Press the delete key from the keyboard.

Saving an equation: we can save our written equation for our future use. After saving our equation will appear on the equation gallery list. we can do this by clicking on our written equation to display the equation box.