

Time Allowed: 40 minutes

Maximum Marks: 10

General Instructions:

1. This question paper contains five questions and all the questions are compulsory.
 2. Marks are indicated against each question.
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- Q.1 Application based Question: (1)
Suman has stored various files in her laptop. She wants to view all the files as medium size icons along with the basic information, such as type and size. Suggest her view format which would fulfill her requirement.
- Q.2 Fill in the blanks: (1x3=3)
- a) To open window explorer click on start > All Programs > _____ > Window Explorer.
 - b) _____ is a flash output file that is developed while testing or publishing a flash movie.
 - c) When you take an object out of the library, the object is referred to as an _____ of a symbol.
- Q.3 Answer the following questions in one word or a sentence: (1x2=2)
- a) Name the power saving state that allows a computer to quickly resume full-power operation when you start working again.
 - b) Write the shortcut key to convert an object to symbol.
- Q.4 Write the complete path to open ON Screen keyboard. (2)
- Q.5 Write the steps to hide and show the layers. (2)
