



B.K. BIRLA CENTRE FOR EDUCATION

SARALA BIRLA GROUP OF SCHOOLS
A CBSE DAY-CUM-BOYS' RESIDENTIAL SCHOOL

PERIODIC TEST - 01 (2025-26) INFORMATION TECHNOLOGY MARKING SCHEME

Class: IV A

Date: 01-07-2025

Time: 60 Minutes

Max. Marks : 25

Section-A

I. Fill in the blanks with the help of words given below in the bracket. 1x6

(File, Two States, Heart, Brain, Output, Storage, Flash Drive, File Explorer, Shortcut, Recycle Bin, Microsoft Corporation, SSD)

1. CPU is also known as _____. (Brain of the Computer)
2. A computer can understand only _____ states. (two states – ON and OFF)
3. A pen drive is also called the _____. (Flash Drive)
4. _____ shows all the files present in a computer. (File Explorer)
5. A _____ is a collection of related information. (File)
6. The _____ icon provides an easy and quick access to a program. (Shortcut)

II. Write 'T' for true and 'F' for false statements. 1x5

7. Storage devices are used to store information in the form of data. (T)
8. Keyboard is a pointing device. (F)
9. Mouse is known as the brain of a computer. (F)
10. A folder contain many files. (T)
11. Only one desktop can be opened at a time in Window 10. (F)

Section-B

III. (Short Answer Questions) 2x4

12. What do you mean by hard copy ? Which device is used to produce hard copy ?

Ans: A hard copy refers to a physical, printed version of digital data or documents. It is tangible and can be touched, carried, or stored on paper or other permanent media.

Printer is used to produce hard copy.

13. Define the term input device. Name any two.

Ans: An input device is a hardware component used to enter data and instructions into a computer system for processing. It allows users to communicate with the computer. Example: Mouse and Keyboard

14. What is the difference between a file and a folder ?

Ans: **File:**

A file is a container that stores data or information. To hold content such as text, images, videos, or software. Yes, using a suitable program (e.g., MS Word, media player).

Folder:

A **folder** is a container used to organize files and other folders. To group related files and keep the system organized. It displays its contents, not data itself.

15. What is File Explorer ? Explain.

Ans: File Explorer (previously known as Windows Explorer) is a file management application in Microsoft Windows.

It allows users to: **Browse, open, move, rename, copy, or delete** files and folders.

Organize and manage data stored on your computer or connected devices (like USB drives).

Section-C

IV. (Long Answer Questions)

3x2

16. Define Memory. Name the different types of memory in a computer. Give example.

Ans: Memory are storage devices that store information in the form of data. There are two types of memory – a) Internal Memory and b) External Memory. Example : RAM, ROM, Hard-disk etc.

17. What do you mean by **Start Menu** ? What are the different options displayed in the Start Menu ? Write one line for each option ?

Ans: It is most frequently used button on the windows desktop.

Different options are – Most used: It contains the apps which we have used many times,

File Explorer: It will show all the files present in our computer,

Settings : It is used to change settings of the computer,

Power : It contains options like Sleep, Shutdown and restart.

***** BEST OF LUCK *****