



B.K. BIRLA CENTRE FOR EDUCATION

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



TERM-1 EXAMINATION (2025-26)
INFORMATION TECHNOLOGY

Class: III

Date:12-09-2025

Admission No.

Time : 2 hrs.

Max Marks: 40

Roll No. :.....

ANSWER KEY

Q.(1) Fill in the blanks with the help of words given in the box. (Answer any 8)

(8 x 1 = 8)

Output devices	start button	scroll	Word processing	text
Operating system	icons	title bar	copying	colors palette

(i) Output devices

(ii) Operating System

(iii) Icons

(iv) Start button

(v) Title Bar

(vi) Scroll

(vii) Copying

(viii) Word Processing

(ix) Text

(x) Colors palette

Q.(2) Write “T” for True and “F” for False statements. (Answer any 4)

(4 x 1 = 4)

- (a) True
- (b) False
- (c) True
- (d) False
- (e) False

Q.(3) Tick the correct option. (Answer any 8)

(8 x 1 = 8)

(i) A set of programs that tell a computer what to do is called

- (a) **Software**
- (b) Hardware
- (c) Input devices

(ii) Software are of types.

- (a) Three
- (b) **Two**
- (c) One

(iii) is an operating system.

- (a) Tux paint
- (b) **Windows 10**
- (c) Paint

(iv) Where do you have the option to shut down Windows ?

- (a) **Start button**
- (b) Taskbar
- (c) Desktop

(v) The shortcut key to create a new document is

- (a) Alt + N
- (b) **Ctrl + N**
- (c) Shift + N

(vi) Cursor is a small blinking Line from where the text begins.

- (a) **Vertical**
- (b) Horizontal
- (c) Sleeping

(vii) Which of the following is a word processing software ?

- (a) **MS word**
- (b) MS Excel
- (c) MS Access

(viii) The shortcut key for Copy is

- (a) Ctrl + V
- (b) Ctrl + A
- (c) **Ctrl + C**

(ix) Title bar displays the name of the project to the corner of the bar.

- (a) Bottom-left
- (b) Top-right
- (c) **Top-left**

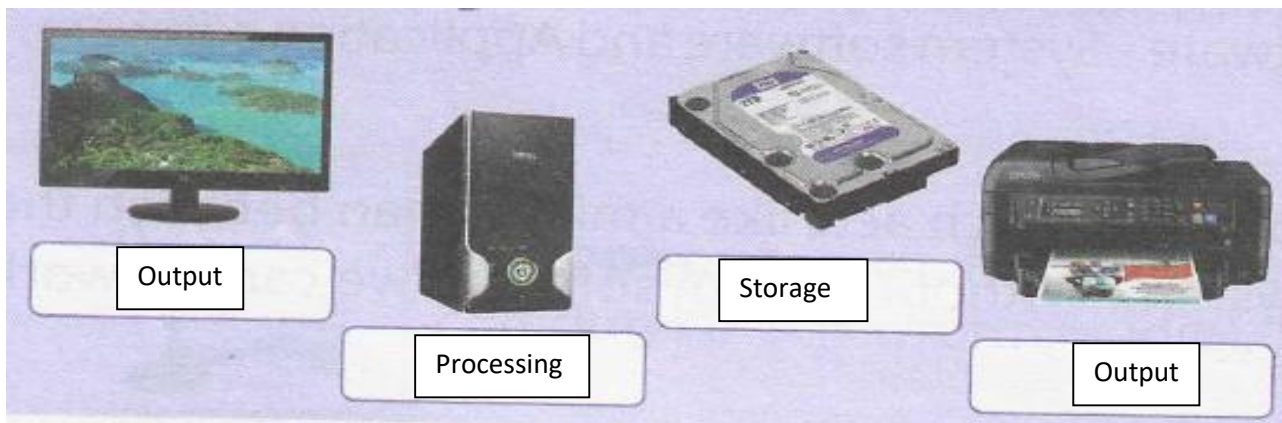
(x) Brushes options are used to display brushes.

- (a) 5
- (b) **10**
- (c) 20

Q.(4) Answer the following questions : (Answer any 10)

(10 x 2 = 20)

(i) Write below each picture whether it is an input device, output device, processing device or a storage device.



(ii) What is an Operating System ?

Ans. : An operating system is a part of System software that makes a computer run. It is the first software which has to be installed on the computer. Eg. : MS-DOS, Windows, Unix, Linux etc.

(iii) What is Booting ?

Ans. : When we switch on the computer, the window sgets loaded into the computer's memory. This process is called booting.

(iv) How can you select and deselect icons on desktop ?

Ans. :

Selecting an Icon : Click the mouse on icon

Click the left mouse button

Deselecting an Icon : Move the mouse away from the icon

Click the left mouse button

(v) What type of software is MS Word ?

Ans. : It is Word Processing Software which is used to type, edit, save, format and print the text.

(vi) How can you create a new document in Word ?

Ans. :

Click on File

Select New option

Click on Blank document.

(vii) What do you understand by Print Preview option ?

Ans. : Print Preview will allow to see what your page will look like before you print it.

(viii) What is the importance of selecting the text ?

Ans. : When you select the text, it becomes highlighted.

(ix) What do you mean by Undo and Redo ?

Ans.

Undo : It is used to reverse the action of the last command.

Redo : It is used to reverse the action of Undo command.

(x) How Paint is different from Paint 3D ?

Ans. : Paint is a basic 2D drawing and image editing tool with simple features. Paint 3D, on the other hand, includes all Paint features including 3D shapes. It is a free program from Microsoft.

(xi) How can you save a project in Paint 3D ??

Ans. :

Click on Menu

Click on Save As

Click on Paint 3D project button

Type the name of the project.

Click on Save in Paint 3D.

(xii) What do you mean by 3D models ?

Ans. A 3D model is a picture or object that looks like it has length, width, and height, just like things in the real world. It is not flat like a drawing on paper — instead, it looks real from all sides, and you can turn it around to see the front, back, and sides.

***** ALL THE BEST *****