


STAR PUBLIC SCHOOL

Dear Parents

 **Learn and Write all given work of Computer, English and Maths in your Notebook and book with neat and clean handwriting.**

 **The copies will be checked tomorrow.**

Edited 2:28 pm

Make sentence

1) Golden (सुनहरा) → The child has
golden hair.

2) Moon (चंद्र) → The moons look very
beautiful.

3) Mouse (सूँसे) → Mouse lives in a
hole.

4) Surprised (हैरान) → My mother
was surprised.

5) Correcting (सुधारना) → I raised my

hand in greeting

6) Coddler (चूनी) → Cobbler mend
the shoes.

7) Wandering (घूमना) → I found her
wandering the street.

8) Window (खिड़की) → She looks
outside the window.

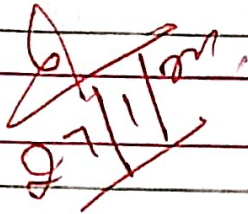
9) Hammer (हथौड़ा) → She hits me
with the hammer.

Covered (ढँका हुआ) → She covered

Date :

Page No. :

here face with scarf.



References, Mailings, Review and view

are various tab buttons. There are

two rulers in a word window.

The horizontal ruler is below

the Ribbon. The vertical ruler is

on the left side of the Text

area.

Q4 How will you save a file in

word ?

Ans Click on the save button to save

the file. you can also save the work by clicking the save button on the Quick Access Toolbar.

Q5 Write the steps to print a word 2016 documents.

Ans1 Click on the File tab and select the print option.

2. Select the number of copies to be printed from the copies' box.

Choose the printer from the

27/1/25

Date: C:w

Page No.:

L-7

Learning MS Word

Q-A

Q-1 List different components of MS word window. Explain any four in detail?

Ans Components of MS word window are.

1. Title bar

2. Tabs

27/1/25



DATE C:W
PAGE

L-10

Shapes patterns and symmetry

1. Perimeter is the distance around the outside of a shape.
2. There are two types of shape - regular and irregular.
3. Regular shape have all there sides equal in length. For example square, rectangle and equilateral.



triangle are regular shapes.

4° Irregular shape: An irregular shape is a shape that does not have all sides of equal length.

5° Patterns in an arrangement of lines or shapes, design in which the same shape/design is repeated at regular intervals over a surface.

6° If an object / shape can be divided

3. Ribbon
4. Rulers
5. Text area
6. Scroll Bars
8. Cursor

Q2 Write a note on Title bar and its components?

Ans Title bar is located at the top of word window. it displays the title of the application and often

Date :

Page No. :

printer" box.

4. Define the page set up using option like page orientation and page size.

5. Click on the print option to print the documents.

~~27/12~~ *

The name of the file that is open. It also contains Quick Access Toolbar.

Its components are

1. File tab

2. Quick Access Toolbar

Q3 How are Tabs different from Rulers?

Ans Tabs are located below the Title bar. Home, Insert, Design, Layout,



DATE _____

PAGE _____

into equal and similar halves, we
all the object symmetrical.

7. The line divided it into symmetrical
halves is called line of symmetrical.

