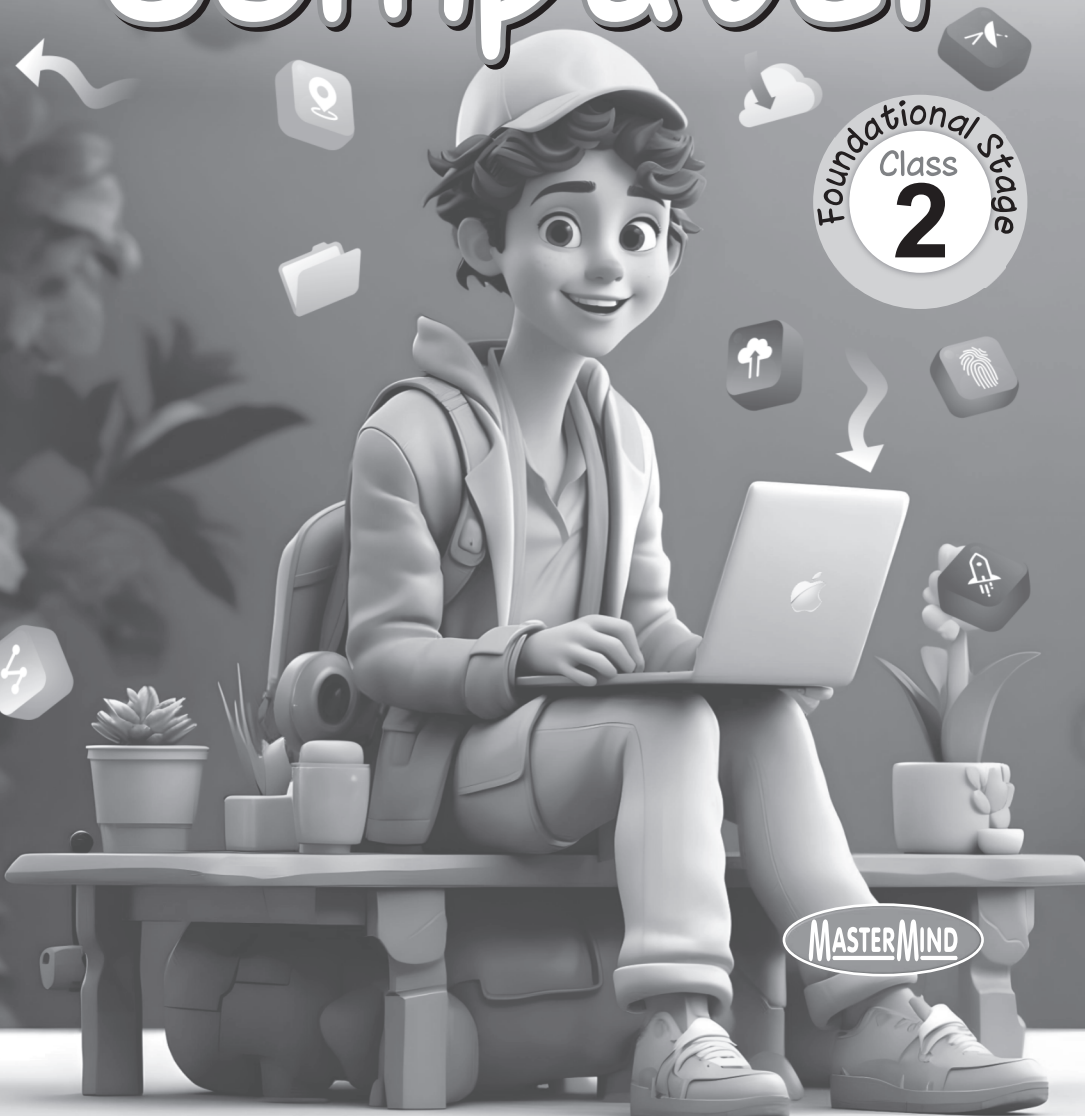# Teacher's Manual

Carvaan

Computer

Foundational Stage
Class
2

MASTERMIND

Carvaan Computer-2

1   Know Your Computer

A. **1.** (c); **2.** (c) **3.** (c); **4.** (a); **5.** (a);

B. **1.** feelings; **2.** instructions; **3.** mistakes; **4.** touch screen; **5.** electronic;

C. **1.** T; **2.** F; **3.** T; **4.** T; **5.** F;

D. **1.** These computers are smaller in size and light weight and can be kept on our lap. They work on batteries that can be charged. They do not have a separate keyboard, mouse and CPU box.

    2. It means you just need to touch the screen with your finger to click or to type.

    3. 1.Desktop Computer, 2. Laptop Computer, 3. Palmtop Computer, 4. Tablet Computer

    4. (i) A computer never forgets information stored in it. We cannot remember everything.

      (ii) A computer has no feelings. We have feelings and emotions.

    5. Charles Babbage is known as the father of computer.

2   Uses of Computers

A. **1.** (b); **2.** (a); **3.** (b)

B. **1.** bills; **2.** tickets; **3.** clothes; **4.** e-mails; **5.** accounts;

C. **1.** T; **2.** T; **3.** F; **4.** F; **5.** F;

D. **1.** Do it yourself

    2. Computer is used by architects for designing building and house layouts.

    3. ❖To keep the records of customer's accounts.

      ❖ To keep the customer details.

    4. In schools, in hospitals, in banks, at offices, at home.

3   Parts of Computers

A. **1.** (a); **2.** (b); **3.** (a);

B. **1.** Flash; **2.** hard copy; **3.** wires; **4.** Microphone; **5.** Speakers;

C. **1.** T; **2.** F; **3.** F; **4.** F; **5.** F;

D. **1.** Hard disk is used to store programs and our work.

    2. (a) UPS : Uninterrupted Power Supply

       (b) CPU : Central Processing Unit

       (c) VDU : Visual Display Unit

    3. The printed copy on paper is called the hard copy.

    4. Monitor, CPU, keyboard and mouse.

4   How A Computer Works

A. **1.** (c); **2.** (a); **3.** (a); **4.** (b);

B. **1.** storage; **2.** input; **3.** Input; **4.** processing; **5.** output;

C. **1.** T; **2.** F; **3.** T; **4.** T; **5.** F;

D. **1.** A storage device is a device that stores data for later use. A hard disk is a storage device of a computer.

    2. Input Device : Input device help us to give input or data to the computer. Input can be in the form of symbols, letters, numbers, pictures or sound.

    Output Device : The parts of computer which help us to give output are called output devices. Output can be in form of symbols, letters, numbers, pictures or sound.

    3. A part of tool that does a particular job is called a device.

    4. A computer works on IPO cycle, where I is input, P is processing and O is output.

5   More About Keyboard

A. **1.** (b); **2.** (c); **3.** (b); **4.** (c);

B. **1.** Shift; **2.** End; **3.** Num Lock; **4.** upper; **5.** space bar;

C. **1.** T; **2.** T; **3.** F; **4.** T; **5.** F;

D. **1.** The Shift key is used in combination with other keys like displays capital letter or type upper symbol of any keys.

2. The Home key moves the cursor to the start of the line and the End key moves the cursor to the end of the line.

3. The Tab key is used to move the cursor right by five spaces at a time.

4. 1. UP arrow key, 2. Down arrow key, 3. Left arrow key, 4. Right arrow key.

6   WordPad

A. **1.** (b); **2.** (c); **3.** (b); **4.** (b); **5.** (b);

B. **1.** All Apps; **2.** Ribbon; **3.** Enter; **4.** File; **5.** Windows;

C. **1.** F; **2.** F; **3.** T; **4.** T; **5.** F;

D. **1.** Now, its time to create a new document. Follow these simple steps to create a new document :

Step 1: Click on the File menu.

Step 2: Select the New option in the left pane.

Step 3: A new blank document appears.

2. **Step 1:** Click on File tab → Save. or

Click on the Save button on the Quick Access Toolbar.

Step 2 : The Save As dialog box is displayed. Type a name for the document. In this example, we have given the name 'mydata' to the document.

Step 3: Click on the Save button.

3. File Tab, Quick Access Toolbar, Title Bar, Ribbon, Document area, Scroll bars and the zoom slider

4. 1. Click on Start button.   2.Click on All Apps.

3.Click on Windows Accessories. 4.Click on WordPad.

The WordPad Window opens up.

5. WordPad is word processor program to type text in the computer.

A. **1.** (b); **2.** (b); **3.** (a); **4.** (c);

B. **1.** Shape; **2.** Eraser; **3.** Save tool; **4.** New; **5.** Magic tool;

C. **1.** F; **2.** F; **3.** T; **4.** F;

D. **1.** Do it yourself.

     2. It is used to erase the whole or any part of a picture. When we select Eraser Tool, the selector shows different shapes and sizes of the eraser. Choose the one you need.

     3. It is a special tool used to give special effects. When we select Magic Tool, the selector shows different magic effects.

     4. To insert a new drawing. Follow the given steps:

     Step 1 : Click on new tool from the toolbar. Many ready-made pictures appear.

     Step 2 : Select the drawing and double -click on it. The picture appears on the drawing canvas.

E. **1.** Eraser Tool; **2.** Magic Tool; **3.** New Tool; **4.** Save Tool

A. **1.** (b); **2.** (c); **3.** (b); **4.** (c); **5.** (b);

B. **1.** think; **2.** toys; **3.** games; **4.** faster; **5.** robot; **6.** jobs;

C. **1.** F; **2.** T; **3.** T; **4.** F **4.** F **5.** F;

D. **1.** AI helps machines think and learn, just like how we learn new things.

     2. AI is used to in many places like phones, video games, smart toys, and robots.

     3. When you play a game, AI helps the characters know what to do next. It makes the game fun and challenging.

     4. AI makes tasks easier and faster, like helping you find directions or cleaning floors.

     5. Even though AI is smart, it can't think or feel like people do. AI doesn't know when you're sad or happy, and it can only do what it;s's been told do do.

E. **1.** Eraser Tool; 2. Magic Tool; 3. New Tool; 4. Save Tool

Periodic Test Paper-1

A. **1.** (c); **2.** (b); **3.** (a); **4.** (a); **5.** (b); **6.** (a)

B. **1.** output; **2.** flash; **3.** bills; **4.** clothes; **5.** feelings; **6.** electronic

C. **1.** T; **2.** T; **3.** T; **4.** F; **5.** F; **6.** T

D. **1.** A computer works on IPO cycle, where I is input, P is processing and O is output.

2. The printed copy on paper is called the hard copy.

3. Do it yourself

4. ❖ To keep the records of customers' accounts.

❖ To keep the customer details.

5. It means you just need to touch the screen with your finger to click or to type.

6. Charles Babbage is known as the father of computer.

E. Do it yourself.

Periodic Test Paper-2

A. **1.** (c); **2.** (c); **3.** (b); **4.** (b); **5.** (c)

B. **1.** Curve; **2.** Ribbon; **3.** enter; **4.** windows; **5.** Shift; **6.** space bar

C. **1.** T; **2.** F; **3.** F; **4.** F; **5.** T; **6.** F

D. **1.** AI helps machines think and learn, just like how we learn new things.

2. It contains different options to work in Paint such as New, Save, Open, Print, etc.

3. **Step 1:** Click on File tab → Save. or

Click on the Save button on the Quick Access Toolbar.

Step 2 : The Save As dialog box is displayed. Type a name for the document. In this example, we have given the name 'mydata' to the document.

Step 3: Click on the Save button.

4. WordPad is word processor program to type text in the computer.

5. The Shift key is used in combination with other keys.

6. 1. UP arrow key, 2. Down arrow key, 3. Left arrow key, 4. Right arrow key.

E. **1.** CURVE; **2.** TEXT; **3.** BRUSH; **4.** PENCIL; **5.** RECTANGLE

Olympiad Model Test Paper

1. (d); **2.** (c); **3.** (b); **4.** (c); **5.** (d); **6.** (d); **7.** (c); **8.** (a); **9.** (d); **10.** (d); **11.** (d); **12.** (d); **13.** (b); **14.** (d); **15.** (d)