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WELCOME



pp) "Penalty is best Policy"

Ch-1 Personalizing Windows 10

Short answer type Questions

Q.1) Write names of any two components of Windows 10 desktop?

Ans-1 Two components of windows 10 desktop are

① Desktop Background.

② Icons

Q.2) What is a shortcut menu?

Ans) Shortcut menu saves your time to access

The commands A shortcut menu with
view option is also called 'context menu'
or 'pop-up menu'.

Q.3) Name any two components of Taskbar?

Ans.3) Two components of Taskbar are —

① Start Button

② Notification Area

long answer type Question

Q.1) Explain the difference between a file and a
folder?

Ans. 1)

File



A file is a documents

that contains the

Collection of related

information

Folder



A folder is like a

file cabinet in which

you can keep your

files.

Q. 2) Write the steps to select a folder?

Ans. 2) To select a folder, follow these steps:

Steps-1: Open the drive / folder containing

the file. Steps-2: Click on the file icon

you want to select. The file becomes highlighted.

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B. Write 'T' for true and 'F' for false.

- 1) Clock is known as the gateway to windows and its programs. [False]
- 2) Windows 10 is a Graphical user interface based operating system. [True]
- 3) The image in the background of the icons is called desktop background. [True]

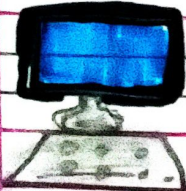
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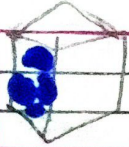
c. fill in the blanks.

1)



THIS PC

2)



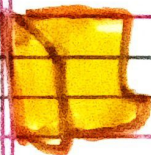
RECYCLE BIN

3)



START BUTTON

4)



FOLDER

