

MEHRAN
SERIES



CONTENTS

1. INTRODUCTION TO COMPUTER	03
2. MORE ABOUT WINDOWS	07
3. MORE ABOUT MS WORD	10
4. MORE ABOUT LOGO: PROCEDURE	13
5. ALGORITHMS AND FLOWCHART	17
6. PROGRAMMING WITH Q.BASIC	19
7. MORE ON INTERNET	21

Standard Learning Series

COMPUTER UPDATE 5

Computer Made Friendly

ACTIVITY
PRACTICE TIME
INTERNET
LATEST



KARACHI
0332 611855
SUKKUR
0334 8881071
LAHORE
0300 8070436
mehran_series@yahoo.com

Zam Zam Science Publications
Karachi Pakistan.

باب
Chapter
1

Introduction to Computer

کمیوٹر کا تعارف: کمپیوٹر جو تعارف

EXERCISES

1. Answer the following questions:

(a) Mention any two differences between first generation and second generation

Ans: **First Generation of Computer:**

- (1) They were heavy and large in size.
- (2) They generated a lot of heat.

Second Generation of Computer:

They used electronic devices called transistors.

They were smaller in size than first generation computers.

(b) Mention any two differences between third and fourth generation

Ans: **Third Generation of Computer:**

- (1) They used electronic devices called integrated circuits (ICs)
- (2) They were faster and more accurate than second generation computers. Examples: IBM 360, ICL 1900

Fourth Generation of Computer:

- (1) They use a device called microprocessor.
- (2) They are cheaper and faster.

(c) Write any two characteristics of fifth generation computers.

Ans: **Fifth Generation of Computer:**

- (1) They will be intelligent, Like human beings and will use artificial intelligence (ai) for working.
- (2) They will be used in Robotics, designing, defence etc.

(d) Write any four characteristics of a computer.

Ans: **Characteristics of Computer:**

- (1) A computer is very fast machine It can solve a sum in less than a second.
- (2) A computer is a very accurate machine.
- (3) A computer can work tirelessly for a long time.
- (4) A computer has a Large memory.

2. Which a computer does have any intelligence?

Ans: Computer is a machine. It possesses no intelligence of its own. It is dependent on the use for doing a task. It can not take its own decision in this regard.

3. Write one example against each:

- | | |
|---------------------------------|---------------------|
| (a) First generation computers | <u>EDSAC (1949)</u> |
| (b) Second generation computers | <u>IMB (700)</u> |
| (c) Third generation computers | <u>ICL (1900)</u> |
| (d) Fourth generation computers | <u>ICE (2900)</u> |

4. Fill in the blanks:

- (a) A computer does calculations **faster** than human beings.
- (b) A computer has **large** Memory.
- (c) A computer does not suffer from **fatigue**.
- (d) A computer has no **feelings**.
- (e) A computer calculates very **easily**.

5. Tick (✓) the correct and cross (✗) the wrong ones:

- (a) First generation computers used vacuum tubes. ☒
- (b) Second generation computers used Microprocessors. ☐
- (c) Third generation computers used Artificial Intelligence. ☐
- (d) Fourth generation computers are very easy to handle. ☒
- (e) Fifth generation computers will be very slow. ☐

ACTIVITY

1. Write names of some of your family members in the following generations. (Hint:) Your grand father's name will be in first generation, your father's name in second generation etc.)

FIRST GENERATION: Grand Father
Amjad Ahmed

SECOND GENERATION: Father
Asif Ahmed

THIRD GENERATION: Son
Jameel Ahmed

2. Collect some pictures of computers of different generations from news papers, magazines etc and paste them in your scrapbook.

3. Make a chart of things which can be done.

- (i) Only by human beings.
- (ii) Only by computers.
- (iii) Both by human beings and computers.

باب
CHAPTER
2

More About Windows

وینڈوز بابت وڈیک جان

مزید نڈرز کے بارے میں

EXERCISES

1. Answer the following questions:

(a) Write down the steps to change the background of the windows desktop.

Ans: In the settings app on your windows device, select personalization.

or use the following short cut:

Personalization: Tip you can also right-click on the desktop and select personalization Select Background.

Under personalize your background, select one of the following options:

(b) What is a Screen Saver? Write down the steps to change the Screen Saver on your Computer.

Ans: A screen saver is a program that displays moving pictures or graphics on the computer system.

To change the screen saver, program the following steps:

Step 1: Click on the screen saver tab in the display properties windows.

Step 2: Select a screen saver from the screen saver box. The preview will appear in the box. Your can even see the preview by clicking on preview button.

Step 3: Set the number of minutes in the wait box. This will be idle time of computer, after which the screen saver will start.

Step 4: Click on the Apply button.

Step 5: Click on the OK button.



(c) What is the purpose of the Sound Recorder Programs?

Ans: The Sound Recorder records you voice. You need a microphone attached to the computer for this purpose.

(d) Write a short note on recycle bin.

Ans: It contains deleted items that you can permanently delete from computer. While you delete any item, they are stored in Recycle Bin. It is safe way to delete items in windows operating system. You can also undo the deleted items.

2. Fill in the blanks:

(a) The background of the Windows Desktop is known as **Wallpaper**.

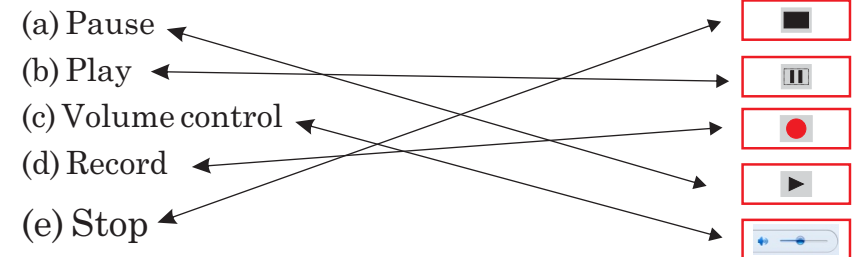
(b) **Desktop** allows you to change the display settings of the computer.

(c) Click on the Start button, point to **All Programs** and click on the **button** to open the Sound Recorder program.

(d) The **Accessories** button is used to stop the music for some time.

(e) To record a voice in the computer, you need a **Microphone** Attached to your computer.

3. Match the followings:



ACTIVITY

1. Put an audio CD into your CD Drive. Play the song. Stop it for a few seconds and play it again.
2. Play a video CD using the windows Media Player Program. Use the various buttons present in the Media Player program.
3. Given are some pictures depicting the use of different programs. Notice carefully each picture and write the name of the programs being used, below each picture.


باب
CHAPTER
3
More About MS Word
ایم ایس ورد جی باری ۾ وڌیک ڄاڻ
مزید ایم ایس ورڈ کے بارے میں
EXERCISES

1. Answer the following questions:

(a) What is editing?

Ans: Making changes in a document is called editing.

(b) What is formatting?

Ans: Formatting means changing and arranging text in a document to look attractive according to your choice. You can format single character words, sentences, etc.

You can use both format menu and formatting toolbar.

(c) What is alignment?

Ans: The way in which text is placed in a page is called alignment.

2. Fill in the blanks:

 (a) To select a single word, **double click** on the word.

 (b) **Copy** command is used to make a duplicate copy of text.

 (c) Moving means to **shift** Text from one place to another.

 (d) The way in which the text is placed in a page is called **alignment**.

3. Write True (T) or False (F) against the statements given below:

- | | | |
|-----|---|-------------------------------------|
| (a) | To do editing you must select the text. | ☒ |
| (b) | You cannot select part of a text. | ☐ |
| (c) | Moving text is done by copy and paste commands. | ☒ |
| (d) | You cannot apply different colours the text. | ☐ |
| (d) | Redo command is used to reverse the undo. | ☒ |



ACTIVITY



1. Type the following story in MS WORD. Apply some 2 good fonts and colours. Save it in your computer with a suitable name. Take a printout and paste it in your scrapbook.

THE LION AND THE MOUSE

- 3 A lion was one day lying asleep in dense forest. A small mouse climbed on the lion. Suddenly the lion woke up and caught hold the mouse. He was very angry. "I will kill you." The lion said.

The mouse shivered with fear. He pleaded for his life. "Please do not kill me, I will help you one day." The mouse said.

"He! Ha!, The lion laughed, "what help can you give me" Anyway I let you go today." The mouse ran away happily.

A few days later, the lion got caught in the meshes of a net, which was spread out by a hunter to catch the lion. He tried hard but could not come out of the net. He roared in anger.

The mouse heard the roar of the lion. On reaching the place, he saw the lion trapped in the net.

He said to the lion "I will help you." He ran home and came with other mice. Together they ate through the ropes. The lion broke through the net and came out. He thanked the mice.

Moral: "Sometimes a little one can help the mighty one".

Type any poem from your English book and make it beautiful, applying different formatting option. Save it in your computer.

Type an application to your class teacher informing her about your absence from class due to illness.

باب
Chapter
4

More About Logo:

مزید لوگو کے بارے میں
لوگو جی باری پروڈیک جان

EXERCISES

1. Answer the following questions:

(a) What is a procedure in LOGO?

Ans: LOGO procedure is a set of LOGO comments or instructions with a name. You can execute this procedure for any number of times by typing its name.

(b) How to write a procedure?

Ans: A procedure is started by giving the **to** command followed by the name of the procedure. For Example:

To draw a rectangle, we can give the following instructions to the turtle in the form of a procedure.

(c) Name the three parts of a procedure.

(a) Header (b) Body (c) Footer

(d) What is use of edit command?

Ans: The edit command is used to make changes in an already existing procedure or to write a new procedure.

To make changes in an existing procedure.

(e) What is the difference between ERASE and ERALL commands?

Ans: The ERASE command erase the producer from the computer memory.

The ERALL command erases all the procedures.

2. Fill in the blanks:

- (a) A procedure always ends with the **END**.
- (b) The command to delete a procedure is **Drop**.
- (c) The **ERALL** command erases all the procedures.
- (d) The **Load** Command loads a procedure form hard disk to memory.
- (e) A procedure is a set of **action**.

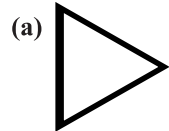
3. Match the followings:

- | | | |
|-----------|---|-----------------------------|
| (a) ERASE | → | (i) Loads a procedure |
|) ERALL | → | (ii) Erases one procedure |
| (b) LOAD | → | (iii) Erases all procedures |
|) SAVE | → | (iv) Starts a procedure |
| TO | → | (v) Saves a procedure |

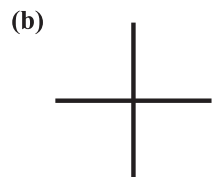
ACTIVITY



Write Procedures to draw the following figures. Take the printouts of these figures, and paste them in your scrap-book.



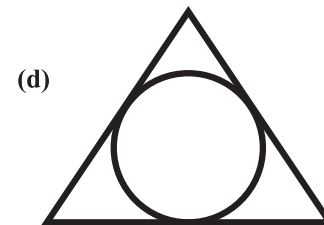
(a) TO
FD
RT
FD
RT
FD



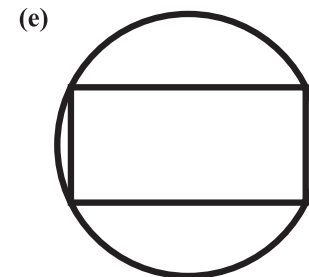
(b) PLUS 40
FD HOME.
HOME RT
RT FD
..... 40
..... END
RT



(c)
.....
.....
.....
.....
.....
.....
.....
.....
.....



(d)
.....
.....
.....
.....
.....
.....
.....
.....
.....



(e)
.....
.....
.....
.....
.....
.....
.....
.....
.....

باب
Chapter
5

Algorithms and Flowchart

الگورتھم اینڈ فلوچارٹ
الگورتھم ۽ فلوچارٹ

EXERCISES

1. Answer the following questions:

(a) What is an algorithm?

Ans: You have to do any work in a systematic way. These steps of a work or problem together are called Algorithm.

(b) Mention any three advantages of algorithm.

Ans: There are three advantages of algorithm.

(1) Algorithm is very useful in solving problems.

(2) This is easy to understand.

(3) This is easy to implement.

© Mention some of the rules to write algorithm.

Ans: While writing an algorithm follow a few simple rules.

(a) Give statement numbers as step 1, step 2 etc.

(b) Always begin with start.

© Write the statements clearly.

(d) Write stop at the end of the algorithm.

(e) Write each statement in a separate line.

2. Fill in the blanks:

(a) You need to follow a number of **steps** to complete a piece of work.

(b) Algorithm is a step by step process of solving a **problem**.

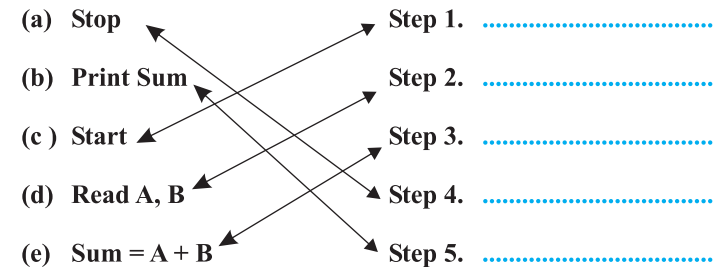
Algorithms are **very useful** in solving problems.

Algorithms are written in simple **natural** language.

Always begin an algorithm with **the word start**.



1. Arrange the steps of the algorithm to add two number A and B.



2. Prepare a chart of the algorithms to subtract, multiply and divide two numbers.

3. Type the above algorithms in MS WORD, take printouts of them and paste on the wall your room.

باب
Chapter
6

Programing with QBASIC

کیوبیسک سان پروگرامنگ: کیوبیسک کے ساتھ پروگرامنگ

EXERCISES

1. Answer the following questions:

(a) What is Qbasic editor? Write the steps to open a new program in Qbasic.

Ans: Qbasic language is a simple computer language. It is very easy to learn. You will need the Qbasic editor to write programs in Qbasic.

This steps to open a new program in Qbasic.

(a) Menu Bar (b) Scroll Bar © Status Bar

(b) What are variables and constants? Give some examples of variables in Qbasic.

Ans: Variables are items which change their values during the execution of a program.

An items with a fixed value is called a constant.

These are some examples of variable in Qbasic.

- A variable name should always begin with an alphabet.
- After the first alphabet, you can write alphabets or number for example.
(ATM 23, A45M, ABC etc)
- A variable should not be a reserved keyword like PRINT, CLS, INPUT, LET etc.
- A variable can be a manimum of 40 characters Long.

(c) Explain any three Qbasic commands.

Ans: There are three Qbasic commands.

- It is used to assign value to a variable.
- This is also used to assign value to a variable.
- It is used to display the output on the screen.

2. Fill in the blanks:

a s Computer understands only **computer / machine** d f languages.

a d Qbasic files are saved with **bas** extension.

sfs You can use both **keyboard** and **mouse** in Qbasic.

a d There are **two** type of variables in Qbasic.

Execution of a program is also called **Run**.

3. Tick (✓) the correct and cross (✗) the wrong ones:

- (a Computer languages are used to write programs. ☒)
-) Qbasic is a very tough computer language. ☐
- (b You need editors to write programs. ☒)
-) A variable name can be a maximum of 50 characters ☐ long.
- (c CLS command is used to save a program. ☒)



Write the following programs and execute them. If they run properly without errors, write them on a chart and paste in on the wall of your room.

1. Program to print the product of three numbers.
2. Program to print your home address.
3. Program to fine the area of a circle.
(Hint: Take the help of your teacher / elder.)

Chapter

7

More about Internet

انٹرنیٹ جي باري ۾ وڌيڪ ڄاڻ انٽرنيٽ ڪي بارے میں مزید

EXERCISES

1. Answer the following questions:

(a) What is internet? Do you have internet in your school?

Ans: Internet is a very large network of computers. Millions of computers are connected all over the world through the internet.

Internet and education:

The internet has transformed the way we learn, with online courses and e-learning platforms making education more accessible.

(b) What is a hyperlink?

Ans: A web page contains many things besides text, pictures, etc. It also contains hyperlink. A hyperlink text is generally underlined and contains different colours.

© What is URL?

Ans: Every webpage on the internet has a unique address. The address of a webpage is called the uniform resource location or URL.

(d) What are web browsers? Give examples.

Ans: To view a website you have to open it on the computer. To do this, you need a software called web browser. For Example:

Microsoft Internet Explorer

Mozilla Netspace/Navigator

Safari Opera



(e) What are search engines? Give examples of some search engines.

Ans: Internet search engines are websites which search information for you according to the words.

Suppose you want to search poems on the internet. For Example:

Open Google and type poems in the space provided for writing search terms.

2. Fill in the blanks:

- (a) Internet is a very large **network** of **computer**.
- (b) A webpage contains **links** to other sites and pages.
- (c) Mouse pointer generally takes the shape of a **hand** or **pointer** when moved over a link.
- (d) Every website has a unique **uniform resource locator**.
- (e) **History** button shows the list of web pages you have visited.

5. Tick (✓) the correct and cross (✕) the wrong ones:

- (a) Only one thousand computers are connected to each other through internet. ☒
- The main page of a website is called URL. ☒
- History of websites is called Uniform Resource Locator. ☒
- (b) You need web browser to visit websites. ☒
- You can view previously visited webpages using refresh option. ☒

ACTIVITY



1. Type www.yahoo.com in your web browser and load it. Click on some links given on the home page of yahoo.com and write down the links in your notebook.
2. Enter 'Natural Scenery' as your search term. Look at the differences in the various search engines for links about your search terms.
3. Search 'Flowers', 'Flowers of Pakistan'. 'Red Flowers', 'White Flowers'.
4. Search 'National Animal of Pakistan' and visit various links shown on the search page.