

ST. ANDREWS SCOTS SCHOOL

Adjacent Navniti Apartments,
I.P Extension, Patparganj, Delhi – 110091
Session: 2025-26

Class: V

Subject: Computer

Topic: Ch – 3 ws

A. Fill in the blanks

1. A _____ is a collection of text, graphics, audio , videos etc.
2. _____ gives a clear look to the text and aligns the text from both sides.
3. A speaker can write notes in _____.
4. To create a duplicate slide, select the slides and press _____ key.

B. Write True/ False

1. A theme is a set of predefined layouts. - _____
2. To create a duplicate slide press shift+ F5 - _____
3. Format tab contains shapes - _____
4. A placeholder contains text, images, shapes, smartArt etc - _____

C. Re arrange the letters to get correct word

1. LIDES - _____
2. RNESEPNOITAT - _____
3. BKAENDGOUR - _____
4. PCLEAOLDHER - _____
5. RTASAMRT - _____