

chapter - 6
The keyboard

(A) Answer the following questions :-

(1) How many keys are there on a keyboard?

→ There are 104 keys on a keyboard.

(2) How many alphabet keys are there on a keyboard?

→ There are 26 alphabet keys on a keyboard.

(3) What is the other name of arrow key?

→ The other name for arrow keys are cursor control keys.

Fill in the blanks.

keys letters numbers

1. There are many small buttons called keys on the keyboard.
2. The keys are marked with letters, numbers, and other symbols.
3. We use these keys to type words, sentences, and numbers.

A. Fill in the blanks. Pick words from the box.

keyboard arrow alphabet

1. A keyboard usually has 104 keys on it.
2. Keys with letters marked on them are called alphabet keys.
3. ← and → are arrow keys.

(C) Write True or False.

(1) The number keys have numbers marked on them. True

(2) We can type numbers using the alphabet keys. False

(D) Rearrange :-

(1) T E B A H P L A - A L P H A B E T

(2) S Y E K - K E Y S

(E) Missing Letters :-

(1) C U R S O R

(2) A R R O W

(3) N U M B E R

(4) T Y P E

(F) Tick the correct answer:-

(1) To type the number 24, use the

(a) Spacebar key (b) Number key

(2) To type 'Happy Birthday' use the:-

(a) Function keys (b) Alphabet keys

(3) \leftarrow , \rightarrow , \uparrow , \downarrow are called:-

(a) Arrow keys (b) Function keys.

Date: / /

(G) Name the following:-

(1) They are 26 in number and are used to type your name.

→ Alphabet keys

(2) They are used to type numbers

→ Number keys.

(H) Correct and Rewrite the sentence:-

(1) The right-hand side number keyboard works only if the numlock is off.

→ The right-hand side number keyboard works only if the numlock is on

(2) While typing, press the keys of the keyboard hardly.

→ While typing, press the keys of the keyboard gently.