CHAPTER- 4
MORE ABOUT THE KEYBOARD

A. Write T for true statements and F for false statements.

1. Alphabet keys are used to type letters from A to Z.   **T**

2. Number keys type question mark (?).   **F**

3. Caps Lock key is used to type capital letters.   **T**

B. Multiple Choice Questions

Tick (√) the correct option.

1. Number keys on keyboard are at _____ places.
     a. one   b. two **(√)**   c. three

2. Delete key erases characters on the _____ of the cursor.
     a. left   b. right **(√)**   c. up

3. The longest key is _____ key.
     a. Enter   b. Capslock   c. Spacebar **(√)**

C. Unjumble the keys below to name a value.

R E P S T E C   U R Y O   E L D R S E

ANS. R E S P E C T   Y O U R   E L D E R S

D.   Answer the following questions.

1.   What is Backspace key used for?

Ans. The Backspace key is used to erase characters.

2.   Who invented the keyboard?

Ans. C. L. Sholes

3.   Name any two special keys.

Ans. 1. Enter key

       2. Space Bar key

4.   Name the key used to give spaces between words.

Ans. Space Bar key

5.   Name different types of keys on the keyboard.

Ans. TYPES OF KEYS

       1. Alphabet keys

       2. Number keys

       3. Special keys

6.   How do you type capital letters?

Ans. Caps Lock key is used to type capital letters.

7.   How do you know that Caps Lock Key is ON or OFF?

Ans. When the Caps Lock key is ON, a green light on the top
       right corner of the Keyboard is ON.