

GRADE 2

CH-3

KEYBOARD

Hard words (2 times)

Number Alphabet Function Cursor Control Arrow Punctuation

Q/A

1. Which key is used to insert blank spaces between words?

Ans: Spacebar is used to insert blank space.

2. Which keys show the direction of the cursor?

Ans: Arrow /Cursor Control keys show the direction of the cursor.

3. Which key is used to type the capital letter?

Ans: Caps Lock key is used to type the capital letter.

4. What is the use of shift key?

Ans: Shift key is used in combination with other keys to type the upper symbol.

5. What is a cursor?

Ans: A cursor is a small blinking line on the monitor of a computer.

6. How many Cursor Control keys are there? What are they?

Ans: There are four cursor control keys .They are – up, down ,left and right.