

*Home
Assignment
Class IV
21 - 08 - 2020
(Friday)*

Sub: ENGLISH

Date: 21 August 2020

Class: IV

Day: Friday

Subject: English.

Poem: Story Boat

1. Read and enjoy the poem.
2. Complete page 5^o7 (Part A and B) in book.
3. Do the question answers in fair notebook.
(Page 5^o7 Part C)
4. Make sentences in fair notebook.
 - ① Stuff - Things
 - ② Skunks - small striped animals.

Visit the following links

<https://www.youtube.com/watch?v=6Uvk7lfgvo4&feature=youtu.be>

Sub: GK

Date: 21 August 2020

Class: IV

Day: Friday.

Subject: GK

Chapter 17 & 18.

1. Complete Chapter 17 & 18 in GK Book.

2. Find answers of the following current affairs.

- (a) Name the Prime Minister of India.
- (b) Name the President of India.
- (c) Who is the Vice-President of India.
- (d) Name the DC of Jalandhar.
- (e) Name the Defence Minister of India.
- (f) Name the Finance Minister of India.
- (g) Name the Home Minister of India.
1. (h) Name the Chief Ministers of the following States.
 - (i) Delhi
 2. (ii) Uttar Pradesh
 - (iii) Punjab

Visit the following links

<https://www.youtube.com/watch?v=VeHkT3i7BRE&feature=youtu.be>

Chap 3

Creating Files and Folders

CREATING A NEW FOLDER

Method I

- 1) Choose the **location/folder in Navigation pane** where you want to create a new folder.
- 2) Click on **New Folder** button on toolbar.
- 3) Type **Name** of folder.
- 4) Press **Enter** key.

Method II

- 1) **Right click** on blank are in File list pane.
- 2) Choose **New → Folder** option from shortcut menu.
- 3) Type **Name** of folder.
- 4) Press **Enter** key.

RENAMING A FILE/FOLDER

Method I : using organize button

- 1) Click on **File/Folder** to be renamed.
- 2) Click on **Organize button → Rename option**.
- 3) Type **new name**.
- 4) Press **Enter** key.

Method II : Using right click

- 1) **Right click** on File/Folder to be renamed.
- 2) Choose **Rename** option.
- 3) Type **new name**.
- 4) Press **Enter** key.

Method III : Using shortcut key

- 1) Click on **File/Folder** to be renamed.
- 2) Press **F2** key.
- 3) Type **new name**.
- 4) Press **Enter** key.

So, in short three methods to rename a file/folder are:

- a) Organize button → Rename option
- b) Right click → Rename
- c) Press F2 key

COPYING A FILE/FOLDER

Copying means creating a duplicate copy of a file or folder. The copy and paste commands are used for copying.

Method I : Using organize button

- 1) Click on **File/Folder** to be copied.
- 2) Click on **Organize button → Copy option.**
- 3) Click on **folder** inside which you want paste the file/folder.
- 4) Click on **Organize button → Paste option.**

Method II : Using right click

- 1) **Right click** on File/Folder to be copied.
- 2) Choose **Copy** option.
- 3) Click on **folder** inside which you want paste the file/folder.
- 4) **Right click** on blank area.
- 5) Choose **Paste** option

Method III : Using shortcut keys

- 1) Click on **File/Folder** to be copied.
- 2) Press **Ctrl + C** from keyboard.
- 3) Click on **folder** inside which you want paste the file/folder.
- 4) Press **Ctrl + V** from keyboard.

MOVING A FILE/FOLDER

Moving means shifting a file or folder from one place to another. The cut and paste commands are used for moving.

Method I : Using organize button

- 1) Click on **File/Folder** you want to move.
- 2) Click on **Organize button → Cut option.**
- 3) Click on **folder** inside which you want paste the file/folder.
- 4) Click on **Organize button → Paste option.**

Method II : Using right click

- 1) **Right click** on File/Folder you want to move.
- 2) Choose **Cut** option.

- 3) Click on **folder** inside which you want paste the file/folder.
- 4) **Right click** on blank area.
- 5) Choose **Paste** option

Method III : Using shortcut keys

- 1) Click on **File/Folder** to be copied.
- 2) Press **Ctrl + X** from keyboard.
- 3) Click on **folder** inside which you want paste the file/folder.
- 4) Press **Ctrl + V** from keyboard.

So, in short three methods to copy or move a file/folder are:

- a) Organize button
- b) Right click
- c) Shortcut keys

REMOVING/DELETING A FILE/FOLDER

When you delete an unwanted files or folder it goes to Recycle Bin. Its like a dustbin of your computer which store deleted files or folders. If you change your mind later on or you feel that you had deleted a file accidentally, you can restore these deleted files and folder from recycle bin.

Method I : Using organize button

- 1) Click on **File/Folder** you want to delete.
- 2) Click on **Organize button → Delete option.**

Method II : Using right click

- 1) **Right click** on File/Folder you want to delete.
- 2) Choose **Delete** option.

Method III : Using shortcut keys

- 1) Click on **File/Folder** you want to delete
- 2) Press **Delete key** from keyboard.

So, in short three methods to delete a file/folder are:

- a) Organize button → Delete option
- b) Right click → Delete
- c) Press Delete key from keyboard

RESTORING A DELETED FILE/FOLDER

METHOD I

- 1) **Double click** on **Recycle Bin** icon on desktop to open it.
- 2) **Click** on file/Folder you want to restore.
- 3) Click on **Restore this item** button on toolbar.

METHOD II

- 1) **Double click** on **Recycle Bin** icon on desktop to open it.
- 2) **Right click** on File/Folder you want to restore.
- 3) Click on **Restore** option.

Visit the following links

<https://www.youtube.com/watch?v=IINMHPHfW00>


Practice Questions:

**NOTE: Do these question answers in rough copy only.
(NOT IN FAIR COPY)**

- 1) Write three methods to rename a file/folder.
- 2) Write three methods to delete a file or folder.
- 3) Write shortcut keys for following:
 - a) Cut - _____
 - b) Copy - _____
 - c) Paste - _____
 - d) Rename - _____
- 4) Complete the following steps to create a folder:
 - a) Choose the location/folder in _____ where you want to create a new folder.
 - b) Click on _____ button on toolbar.
 - c) Type _____ of folder.
 - d) Press _____ key.
- 5) Rearrange the following steps to copy a file/folder:
 - a) Click on Organize button → Paste option.
 - b) Click on Organize button → Copy option.
 - c) Click on File/Folder to be copied.
 - d) Click on folder inside which you want paste the file/folder.

- 6) Complete the following steps to restore a deleted file/folder:
- a) _____ on Recycle Bin icon on desktop to open it.
 - b) Click on _____ you want to restore.
 - c) Click on _____ button on toolbar.
- 7) Solve the following blanks in your book (page 30)

QUICK QUESTION



2. Choose the correct answer.

- (a) Deleted files and folders can be restored from the _____.
(Desktop/Recycle Bin)
- (b) To change the location of a file, choose the _____ options.
(Cut and Paste/Copy and Paste)
- (c) The option to create a new folder is present on the _____ of the Windows Explorer window. (Address Bar/Toolbar)
- (d) The shortcut for renaming a file or a folder is _____. (F2/F3)
- (e) To delete a file or folder, you press the _____ key on the keyboard. (Backspace/Delete)

SCIENCE TEST

Lesson - 2

1. Tick the best answer

1. Teeth grow by the age of 3 years are called _____teeth

a. Wisdom

b. Milk

c. Permanent

2. Which type of teeth of flesh eating Animals help in tearing the flesh

a. Incisors

b. Canines

c. Molars

3. Name the method used to examine individual's digestive tract

a. Endoscopy

b. Plaque

c. Dentine

4. Digestion starts in the _____

a. Stomach

b. food pipe

c. Mouth

2. Answer the following

Q1. Write functions of teeth.(2)

Q2. Write two functions of stomach.(2)

Q3. How can you take care of your teeth?(2)

Q4. Write two ways how microbes are useful for us.(2)

ANSWER KEY OF PUNJABI TEST

Answer Key.

Test No. 1

ਜਮਾਤ - ਚੌਥੀ

ਵਿਸ਼ਾ - ਪੰਜਾਬੀ

ਮਿਤੀ - 19.8.20

I ਪ੍ਰਸ਼ਨ- ਉੱਤਰ

ਉੱਤਰ-1. ਵਿਦਵਾਨ ਵਿੱਦਿਆ ਨੂੰ ਤੀਜਾ ਨੇਤਰ ਆਖਦੇ ਹਨ ਕਿਉਂਕਿ ਇਸ ਨੇ ਜੀ ਸਾਡੇ ਜੀਵਨ ਦੇ ਹਰ ਖੇਤਰ ਵਿੱਚ ਕੰਮ ਆਉਂਦਾ ਹੈ।

ਉੱਤਰ-2. ਬਚਪਨ ਵਿੱਚ ਹੱਸਣਾ, ਖੇਡਣਾ ਤੇ ਮੌਜ਼ਾ ਮਾਨਣ ਦੇ ਨਾਲ-ਨਾਲ ਸਾਨੂੰ ਪੜ੍ਹਾਈ ਕਰਨੀ ਚਾਹੀਦੀ ਹੈ।

II ਸ਼ਬਦ- ਅਰਥ

1. ਮੁਸ਼ਕਲਾਂ

2. ਹਿੰਮਤ

III ਨਾਂਵ ਚੁਣੋ ਤੇ ਰਿਸਮ ਲਿਖੋ

1. ਮੱਚ → ਭਾਵ ਵਾਚਕ ਨਾਂਵ

2. ਪਾਈ → ਵਸਤੂ ਵਾਚਕ ਨਾਂਵ