

# 6. Typing with Notepad

## WORKSHEET

### I. Fill in the blanks.

1. We can change the \_\_\_\_\_ and \_\_\_\_\_ of our text to make it look more attractive.
2. Press the Enter key after each word, to bring it to the next \_\_\_\_\_.
3. When the cursor is blinking, you can start \_\_\_\_\_ with keyboard.
4. The \_\_\_\_\_ helps you to scroll from left to right of a page.

### II. Write the steps for the following.

1. Opening Notepad
2. Changing the font
3. Closing Notepad

### III. Write True or False.

1. Notepad is used to draw and colour. \_\_\_\_\_
2. Notepad is not a part of the Windows software. \_\_\_\_\_
3. We can change fonts in Notepad. \_\_\_\_\_

### IV. Write the different parts of the Notepad window.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_