** E- Support and Learning Material / Session 2020-2021**

**PAKISTAN SCHOOL, M/O EDUCATION, KINGDOM OF BAHRAIN**

**Subject: Computer Grade: 3**

**Book: OXFORD KEYBOARD Book-3 (Third Edition)**

**FIRST TERM NOTES**

**(Topic: - Zoom In and Out) WEEK 8**

**OBJECTIVE**

The student should be able to:

* **Describe** the options available on the **View** tab.

(i) Zoom In and Zoom Out

(ii) Differentiate between the **Zoom In** and **Zoom Out**

**Q1. Fill in the blanks:-**

1. The **\_Zoom in**  option shows a larger view of the image.
2. The **\_Zoom out\_** option shows a smaller view of the image.
3. To view the actual size of the picture, Click on the **\_View** tab.

**Q2.Write T for the true statement and F for the false one.**

1. We need to click on the **View** tab to increase or reduce the zoom level**.\_ T\_\_\_\_**
2. The Zoom Out option show a larger view of the image. **\_\_\_ F\_\_\_\_**

**Q3.** Differentiate between the **Zoom in** and **Zoom Out:-**

|  |  |
| --- | --- |
| **Zoom In** | **Zoom Out** |
| 1. Zoom In option used to see a larger view of an image or drawing.   Image result for zoom in and zoom out icons in MS paint | 1. Zoom Out option used to see a smaller view of an image or drawing.   Image result for zoom in and zoom out icons in MS paint |

**(Topic: - Full Screen) WEEK 8**

**Q1. Fill in the blanks:-**

1. The \_\_**Full Screen**\_\_ Option is available by clicking on the view tab.
2. The Full Screen Option is available by clicking on the HOME tab. **\_False\_**

**Q2. How will you view a drawing in full screen?**

Ans: To view a drawing in full screen we will click the Full screen option in the Display group on the View tab.

--------------------------------------------------------------------------------------------------------------------------

**Unit 2 (Topic: Exercise) Week 8**

**(TEXT-Book Page 23)**

**APPLICATION-BASED QUESTIONS**

**a. Observe the figure alongside and answer the questions**

**(i) Identify any two tools that have been used to draw this picture?**

Ans: Pencil tool and Brush tool

**(ii) Name the tab that is selected in the figure?**

Ans: **Home** tab is selected in the given figure.

**(iii) What are the foreground and background colors selected in the figure?**

Ans: Foreground color–Black

Background color–White

**b. Ghazandar has to draw the figure of a joker in Paint.**

**(i) Which tab of the Paint window will he select to change the foreground and background colors?**

Ans: **Home** tab of the Paint window is used to change the foreground and background colors.

**(ii) Identify and name any four tools from the following figure that can be used to draw the figure of a joker?**

**Ans:** Pencil tool, Brush tool, Paint Bucket tool, Shapes tool.

**(TEXT-Book Page 24)**

----------------------------------------------------------------------------------------