

Grade: 10

Section:

Subject: ICT

Date: / 10 / 2011

Teacher: Mrs. Dina Sarris



Grade (Mark):

/ 20

Name:

Term: 1

Homework Sheet

Lesson 3: Changing Settings and Customizing the Desktop

I. Circle the best response for each of the following statements:

[/ 10]

1. A program that enables you to clear your disk of unnecessary files is called ____ program.

- a. Desktop Disk
- b. Disk defragment
- c. Cleanup
- d. Disk Check

2. Which statement is true about shortcut keys?

- a. Can be used even when the menu is not displayed.
- b. Always use the ALT key.
- c. Can be use with the File menu only.
- d. Cannot be used unless the menu is displayed.

3. Which of the following icons represent a shortcut icon?



Look at the figure below then answer questions 4, 5, & 6.



II. Indicate whether the statement is true or false:

[/ 10]

- _____ 1. You can customize your desktop using the Control Panel.
- _____ 2. You can quickly access the Display Properties dialog box by right-clicking an empty area of the desktop and selecting Display from the shortcut menu.
- _____ 3. If a computer has multiple users, each user account can have a different theme.
- _____ 4. If you want your background graphic to take up the entire desktop, select the Fill option from the Position drop-down list box.
- _____ 5. You can use a picture that came from a digital camera as the background image on your Windows XP desktop.
- _____ 6. If you decide that you don't like the way you customized your desktop, you can click the Windows Default button on the Customize Desktop dialog box.
- _____ 7. The Accessibility Options on the Control Panel allow you to install, change, or remove software.
- _____ 8. The Standard toolbar cannot be modified or customized.
- _____ 9. When you double-click on a shortcut icon, you're opening the actual item to which the shortcut "points."
- _____ 10. To create a shortcut using the drag-and-drop method, simply right-drag the item to the location on the desktop where you want the shortcut to appear.