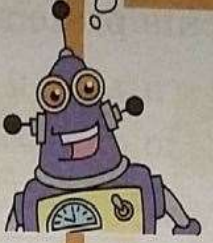# Chapter:-2 Working in Windows 10

➢ *Important terms:-*

Did You Know?

Microsoft Edge, a new browser introduced in Windows 10 for faster surfing. There are many new features in Microsoft Edge like web note button which let us write on the web pages.

Did You Know?

This PC icon was known as Computer in Windows 7.

Did You Know?

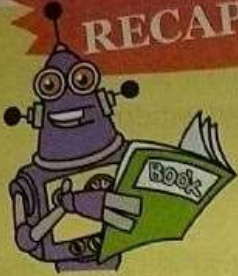Programs are referred to as Apps from Windows 8 onwards.
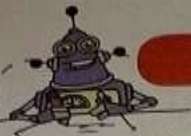
Did You Know?

Microsoft has introduced Cortana, a personal digital assistant in Windows 10. Cortana will help you find things on your PC, manage your calendar, find files, chat with you and tell jokes. If Cortana is enabled then you can type questions in the Search box and quickly get answers.

RECAP ZONE

- An operating system acts as an interface between the user and the hardware.
- Some of the functions of the operating system are program execution, main memory management, file management & secondary storage management, and Input/Output management.
- Windows 10 is an operating system that Microsoft has launched for use on personal computers and tablets.
- Some of the features of Windows 10 are improved Start menu, Taskbar and so on.
- Windows 10 environment can be easily customised by the user.

Practice Zone

State whether the following statements are True or False.

1. An Operating system acts as an interface between the user and the hardware. _____
2. Notification area is located on the extreme left of the Taskbar. _____
3. In GUI based operating systems, users had to write text-based commands to perform any task on a computer. _____
4. Operating system keeps track of memory usage and allocates and deallocates memory space as needed. _____
5. We can create virtual desktops on Windows 10. _____
6. The Start Menu has options that let you view all apps or programs. _____

Answers of Practice Zone:-

(1)-True   (2)-False   (3)-False (4)-True   (5)-True (6)-True

ASSESSMENT ZONE

A. Choose the correct answer.

1. Which of the following is not a function of the operating system?
   a) Database Management
   b) Input/Output Device Management
   c) Main Memory Management
   d) Secondary Storage Management

2. Which of the following is not present on the Taskbar?
   a) Start button
   b) Notification area
   c) Task View button
   d) Personalize option to set the desktop background

3. Which of the following icon would you double-click to access the contents stored on the hard drive and drives connected to the computer?
   a) [icon]   b) [icon]   c) [icon]   d) None of these

4. The left side of the Start menu in Windows 10 lets you
   a) access All Apps   b) access the Power button
   c) access the File Explorer window   d) All of these

Answers of Assessment Zone:-

(1)- a   (2)- d   (3)- b   (4)- d

2.   **BY:- BRAJESH KUMAR (TGT COMPUTER)**

B. Fill in the blanks.

| Pinning | Task View | Notification Area | Operating System | Icons | Live |

1. _____ button enables you to view thumbnail icons of all open windows.

2. Tiles in the Start Menu that keep changing the information they display are known as _____ tiles.

3. The small pictures on the desktop which when clicked open programs are called _____.

4. The _____ is responsible for executing various programs whether user or system programs.

5. _____ on the taskbar tells the status of certain programs running on your computer.

Answers of Fill in the blanks:-

(1)Task View (2)Pinning (3)Icons (4)Operating System (5)Notification Area

C. State whether the following statements are True or False.

1. Operating system is responsible for creation and deletion of files and folders and free space management.   _____

2. The Notification area displays the icons for programs pinned on the taskbar.   _____

3. When you click a shortcut on the desktop, it opens the associated programs or applications.   _____

4. Tiles present on the Start menu cannot be resized.   _____

5. You cannot set a slideshow of pictures for the desktop.   _____

Answers of "C" Section:-

(1) True   (2) False   (3) True   (4) False   (5) False

3.   BY:- BRAJESH KUMAR (TGT COMPUTER)

D. Answer the following questions:-

1. What are the functions of an operating system? Discuss them briefly.

Answer:- The important functions of an operating system are:-

❖ **Resource Allocator:-** Computer system has many resources like CPU time, memory space,file storage space, I/O devices.All these resources are managed by operating system.

❖ **Program Execution:-** The operating system is responsible for executing various programs.

❖ **Main Memory Management:-** Operating system keeps track of memory usages.

❖ **File Management and Secondary Storage Management:-** Operating system looks into various aspects like creation and deletion of files and folders.

❖ **Input/Output Management:-** Operating system interacts with various device drivers to get this done.

2. Discuss the purpose of the various sections of the Taskbar.

Answer:- There are various components present on the Taskbar.

➢ **Start button:-** It is use to open any program in the computer.

➢ **Search box:-** It is use to search any program in the computer.

➢ **Task view button:-** It is use to view thumbnail icons of all running application software.

➢ **Middle section of Taskbar**:- It display icons for programs pinned on the taskbar.

➢ **Notification area:-** It display the status of certain programs running on the computer.

4.   **BY:- BRAJESH KUMAR (TGT COMPUTER)**

➢ **Peek button:-** It is present at the end of the taskbar.By clicking this button computer minimizes all open windows and display the desktop.

3. Describe the Start menu in Windows 10.

   Answer:- It appears at the bottom left corner of the Taskbar. When you click this button, a list of options or programs appears. This list is called is called the Start menu.

4. Write the steps to pin a program on the taskbar.

   Answer:- We follows these steps to pin a program to the taskbar:

   Step 1.   Click on the start button

   Step 2.   Click on the all apps option.

   Step 3.   Find the desired app and right-click on it.

   Step 4.   Click the more option and choose the pin to taskbar option.

5.   **BY:- BRAJESH KUMAR (TGT COMPUTER)**