

Tender Heart High School, Sec-33-B, Chd.

Class- III

Subject- Computer

Date- 20.5.24

Ch-2 ' GUI Operating System-An Introduction'

Teacher- Rupinder Kaur

Good Morning Students,

Students, This lesson is for CLASS-3 for the subject of computers, Topic - 'Basic operations on the Desktop' which is covered in chapter-2 starting on page of your text book, titled - 'Kips-logix' and is being submitted to you on 20.05.24

- I hope all the students are ready for today's lesson. So let us start with the topic.

* Basic operations on the Desktop:- Students, there are different operations that we will study in this chapter one by one.

→ Selecting and Deselecting the Icons:-

1. Students, If you want to select an Icon-e.g- MS-Paint on the desktop, just click on it and it

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will be highlighted with blue colour. Highlighted means the icon is selected.

2. Students, If you want to deselect the icon, Just click on the blank area of desktop. Now, the icon will appear in its original form; like it was before selection.

→ Selecting Adjacent and Non-adjacent items :-

1. Students, the items e.g.- icons that are in a proper sequence are called adjacent items. If you want to select adjacent items (items that are in order or sequence) hold down the shift key after selecting first item. Release the shift key after selecting the last item of sequence.

2. Students, the items that are not in proper sequence are called Non-adjacent items. Like if you want to select different icons of desktop at one time, then you will hold ctrl key. For e.g.- If you want to select first item, click on it and hold down ctrl key and then select

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other items one by one that are not in sequence.

- * Children, All of you May now take 3 minutes break. During break time, you will write the numbers from 1 to 10 in sequence first and then write the same numbers 1 to 10 without sequence - means numbers can be at any other place. (non-sequential numbers). Please write in your notebook.

→

continue with the next topic of this assignment and the topic is -

- opening a Program:- Children, In this we will study about different methods for opening a program or icon.

1. Method 1:- Students, If you want to open MS-paint icon, select MS-paint on desktop and press enter key. The MS-paint window will open.

OR.

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- By double clicking on the left mouse button on the icon; will open MS-Paint window.

2. Method 2:- Students, we can also use Run option for opening an icon.

- (i) Click on start button, Type Run in search box and press enter key.
- (ii) The Run dialog box will appear. - Follow figure-2.4 present on page no-21 in the book.
- (iii) Type name of the program - e.g. - MS-Paint.
- (iv) Click on OK. MS-Paint window will open.

* children, Now, I am ending the lesson here. Please read and listen to the lesson carefully. Also learn the steps for opening a program.

Thank You...