

Class- V

Subject- Computer

Date- 20.05.24

Ch-2 'Types of Software'

Teacher- Rupinder Kaur

Good Morning Students,

Students, This lesson is for Class-5 for the subject of Computers, Topic - 'Utility Programs' 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.
- * Students, you have already studied about some utility programs in the previous assignment. In today's assignment we will study about more utility programs one by one. These are -
- 4. Scanning:- Students, with the help of this utility you can scan your computer system, drives or files for possible virus attack. Scanning is done

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by Antivirus utility. This concept will clear to you with the given example - Suppose, you are doing work on computers daily and you use internet facility of computers for downloading, uploading, searching on the internet. You also use pendrives for transferring data into the computers. Then, By using all these facilities your computer can come in contact with some virus attack. Students, If virus enters into the computer - it can damage the stored data of the computer, it can also make the speed of system very slow etc.

Students, to prevent your system from virus attack or to give protection to the system we basically use this utility program. You should use Antivirus programs of latest version in your computer. e.g. - Quick Heal, Avast, Avira Norton etc.

* Students Next Utility Program is -

5. Back up :- Students, with the help of this utility, you will be able to keep storage of

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your work in different devices like - Harddisk, Pen drives etc. in case of some damage or accidental loss. you can also use these devices to keep data safe for future use. we will follow some steps to keep backup and Restore utility. Steps are:-

1. Click on Start → Control Panel → Backup and Restore option.
2. One window will appear - as shown in figure - present on page in the book.
3. click on setup backup icon.
4. you will see different drives are present here; choose any drive.
5. Click on next button.
6. The next screen will appear - "what do you want to back up?"
7. you can choose any one option out of these two
 - (i) let windows choose (recommended) OR
 - (ii) let me choose.
8. Click on Next button. The next window will appear. -

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9. This window is Review your backup settings.
10. you can set the schedule for backup by clicking on the change schedule option.
11. click on save settings and run backup option. The backup process will start.

* Students, All of you, May now take 3 minutes break. During break time give answers for the following questions:-

- Q1-1. Give examples of Antivirus software.
- Q1-2. which devices you can use for backup? Name them.
- Q1-3. From, where you can start your backup process?

→

let me

give you answers first-

Ans:-1. Norton, Quick Heal etc.

Ans:-2. Pendrive, DVD Harddisk etc.

Ans:-3. From Control Panel.

6. Compression:- Students, sometime you work in computers in MS-Word, MS-Powerpoint etc. These files that you make sometimes ^{are} bigger in size. To make the size small or to shrink any file is known as compression. Different softwares for compression are - winzip, PK-zip, 7-zip etc. Students, Now, I am ending the lesson here, Please read and learn the lesson carefully. Thank You...