

Chapter - 3

Pg. No - 35

Windows 7

I Write True or False -

1. The rightmost button on the title bar of the window is Move button.  False
2. Minimize button of the window has a cross  sign.  False
3. System menu button is found on left side of the title bar.  True
4. In windows, each program opens in a window.  True
5. The Minimize button makes the window disappear from the desktop.  True

II Answer the following questions in short -

1. Name the three buttons that are shown on right side of the title bar of the window?

Ans - Minimize button, Restore/Maximize button, Close button.

2) Name the button that sizes the window to the size of monitor screen?

Ans - Maximize button.

3) Name the three activities that takes place when a window is closed?

- Ans -
- 1) It disappears from the screen.
  - 2) Its icon is removed from the taskbar.
  - 3) The program terminates.

4) How do you restore a minimized window?

Ans - To restore a minimized window, click the button present on the taskbar.

### III Answer the following in detail?

i) How will you increase the height of the window?

Ans - i) Place the mouse pointer on the top or bottom frame.

ii) Drag the mouse in outward direction.

The height of the window will increase

2) How will you decrease the width of the window?

Ans - To decrease the width of the window place the mouse pointer on the right or left frame and drag the mouse in inward direction.

3) Write the steps to stack multiple windows on the desktop?

Ans - i) Right click on an empty space of taskbar. The menu appears.  
ii) Then select the desired option from the menu.