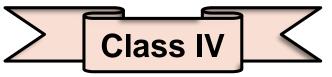# NATIONAL PRIMTALENT OLYMPIAD EXAMINATIONS

Class IV

CYBER

Computer Fundamentals

- Introduction
- Characteristics of computers
- Early calculating devices
- Types of computers
- Data, process and information
- Working of a computer
- Hardware
- Software

Operating system - Windows 7

- Introduction
- Windows 7
- Starting windows 7
- Taskbar
- Start menu
- Icons
- Gadgets
- Aero themes
- Window
- Aero effects
- Jump lists
- GUI operating systems

MS paint

- **Introduction**
- **Recap of tools**
- **Some more Tools**
- **Using 'cut' , 'copy' and 'paste', options**
- **Creating, Saving and Opening drawings**
- **Printing a drawing**
- **Exiting MS Paint**

Microsoft Word

- **Introduction**
- **Starting Microsoft Word**
- **Microsoft Word window**
- **Getting Help**
- **Working in MS Word**
- **Printing a document**
- **Closing a Document and Exiting MS Word**

Storage and Memory device

- **Introduction**
- **Data storage units**
- **Computer memory**
- **Internal memory**
- **External memory**

Latest developments in the field of IT