



**COMPUTER
(LANGUAGE SECTION)**

**6TH PRIMARY
MID TERM
FIRST TERM
NET REVISION**



A) Fill in the space :

- 1) The Regional and Language Options icon is located at the
- 2) From the Regional and Language Options icon you can justify,
.....,,
- 3) To open the "Regional and Language Options" icon, click on then
select the
- 4) To change the country setting, from the **tab** select the country.
- 5) After you perform the steps you must click on
.....or.....buttons to perform the changes.
- 6) You can change the number display fromtab.
- 7) To change the number display **according to your country**, select
.....from the "Digit Substitution" drop-down menu.
- 8) When we want to change the number display to **English language** , select
.....from the "Digit Substitution" drop-down menu.
- 9) To change the number display according to the **text language**, select
.....from the "Digit Substitution" drop-down menu.
- 10) You can change the number display fromdrop-down menu.
- 11) You can change the date display from**tab**.
- 12) Thebutton is responsible for changing the individual settings
for date, time, number, or currency.





- 13) You can change the date display from**drop-down menu**.
- 14) To change the currency, open thedrop-down menu.
- 15) You can change the currency symbol fromtab.
- 16) Solving language problem means adding a new language to thelanguages.
- 17) You can add a new language by clicking onbutton fromtab which in the Regional and Language Options window.
- 18) To add a new language, click on “Details” button then from the settings tab click onbutton.
- 19) You can add Arabic language to the keyboard's language from thetab.
- 20) You can install a new printer to the computer from theicon that found in the control panel.
- 21) To add a printer click onicon
- 22) To add a printer, click onbutton
- 23) Theis an output unit that used to display the letters or graphics from the computer on a paper.
- 24) To open the "Printer and Faxes" icon from the “Start” menu select the
- 25) If you have a printer's CD click onbutton to install it.





B) Put (✓) or (✗) :

- 1) You can't change the setting of any country from the computer. ()
- 2) The "Regional and Language Options" icon is located at the Control Panel. ()
- 3) You can change the country from the "Country" tab. ()
- 4) To open the "Regional and Language Options" icon, from the "Start" menu select the "Desktop". ()
- 5) You can change the number display from "Calendar type" drop-down menu. ()
- 6) You can select "None", "National" or "Context" to change the number display. ()
- 7) You can change the number display from "Numbers" tab. ()
- 8) To change the date display open "Digit substitution" drop-down menu. ()
- 9) You can change the date format from "Time" menu. ()
- 10) If you change the country, the other fields like {currency, time,.....} will reflect the new country. ()
- 11) To change the currency, click on the "Customize" then open "Country" tab. ()
- 12) You can change the currency from the "Currency symbol" drop-down menu. ()
- 13) To access the language setting, click on "Customize" from the "Languages" tab. ()





- 14) To add an Arabic language to the keyboard languages, select Arabic language from the “default input language” drop-down menu. ()
- 15) You can't add more than two languages to the keyboard languages. ()
- 16) To install the software of the printer you must connect the printer directly to the computer. ()
- 17) You can't connect more than one printer on the same computer. ()
- 18) The “Printer and Faxes” icon is located at the Desktop. ()
- 19) It's a good idea to print a test page to check if the printer is working correctly or not. ()
- 20) To open “Printer and Faxes” icon, from “Start” menu select “Control Panel”. ()
- 21) To add a printer click on “Add a printer” from the Printer window. ()
- 22) After you follow the Printer wizard steps, click on “Cancel”. ()
- 23) When you add a printer you must follow the wizard steps. ()
- 24) If you connect more than one printer to the computer, you can set one of them as a main printer. ()
- 25) The printer is an input unit it displays the text or graphics on a paper from the computer. ()





C) Choose the correct answer :

- 1) You can change the country, currency, date display and number display from the (My Computer – Recycle Bin – Regional and Language Options) icon.
- 2) The Regional and Language Options icon is located at (Control Panel – Desktop – My Computer)
- 3) You can change the number display from the (Digit substitution – Date – Numbers) tab.
- 4) To change the number display open (Digit substitution – Date – currency) menu.
- 5) You can change the number display to be (None – National – Context – all of them)
- 6) To change the date display, open (Date – Calendar type – number) tab.
- 7) You can change the date display from (Date – Calendar type – Date display) drop-down menu.
- 8) After performing the steps of number display click (Cancel – Customize – Apply) button.
- 9) You can change the currency, number display and date display after clicking on (Cancel – Customize – Apply) button.
- 10) To add the required language to the keyboard, from the Control Panel select (Start – Languages – Regional and Language Options)
- 11) The (Keyboard – mouse – printer) is a device that used to display the text or graphics on a paper.
- 12) To open the “Printer and Faxes” icon, from the “start menu” select (Desktop – Control Panel – My Computer)
- 13) To add a printer click on (Add a printer – Finish – Next).
- 14) After following the Printer wizard steps click on (Add a printer – Finish – Next) button.
- 15) If you have a CD of the printer, you can click on (Finish – Have disk – Print)





D) Re - arrange the steps:

1) Change the country:

- () From the "Regional Options" tab change the country
- () Open the "Regional and Language Options" icon
- () Click on "Apply"
- () From the "Start" menu select the "Control Panel"

2) Change the number display:

- () Open the "Number" tab
- () From the "Start" menu select the "Control Panel"
- () Click on "Apply"
- () From the "Regional Options" tab click on the "Customize" button
- () Open the "Regional and Language Options" icon
- () From the "Digit substitution", change the number display that you want (None , National or Context)

3) Change the date display:

- () From the "Regional Options" tab click on the "Customize" button
- () Click on "Apply"
- () From the "Start" menu select the "Control Panel"
- () From the "Calendar type" drop-down menu change the date display
- () Open the "Date" tab
- () Open the "Regional and Language Options" icon





4) Change the currency:

- () From the "Start" menu select the "Control Panel"
- () Open the "Currency" tab
- () Click on "Apply"
- () Open the "Regional and Language Options" icon
- () From the "Currency symbol" menu change the currency symbol
- () From the "Regional Options" tab click on the "Customize" button

5) Solve the language problem :

- () Open the "Regional and Language Options" icon
- () Click on "Add" if you don't have the language that you want
- () Click on "OK"
- () From the "Start" menu select the "Control Panel"
- () Choose the "Arabic" language from the "Default input language" drop-down menu
- () Click "Apply"
- () Click on the "Details" button from the "Languages" tab

6) Add a printer to the computer

- () Open the "Printer and Faxes" icon
- () Follow the Printer wizard steps
- () Click on "Add a printer"
- () From the "Start" menu select the "Control Panel"
- () Click "Apply"





E) Match :

- | | |
|-------------------------|--------------------------------------|
| 1) Regional Options tab | a) used to change the currency |
| 2) Number tab | b) used to change the country |
| 3) Date tab | c) used to solve language problem |
| 4) Currency tab | d) used to change the number display |
| 5) Languages tab | e) used to change the date |

(1,)

(2,)

(3,)

(4,)

(5,)





Answers

A) Fill in the space :

- 1) The Regional and Language Options icon is located at the **Control Panel**.
- 2) From the Regional and Language Options icon you can justify **Country, Date, Number, Currency and solving the language problems**.
- 3) To open the "Regional and Language Options" icon, click on **Start** then select the **Control Panel**.
- 4) To change the country setting, from the **Regional Options tab** select the country.
- 5) After you perform the steps you must click on **Apply** or **OK** buttons to perform the changes.
- 6) You can change the number display from **Numbers** tab.
- 7) To change the number display **according to your country**, select **National** from the "Digit Substitution" drop-down menu.
- 8) When we want to change the number display to **English language**, select **None** from the "Digit Substitution" drop-down menu.
- 9) To change the number display according to the **text language**, select **Context** from the "Digit Substitution" drop-down menu.
- 10) You can change the number display from **Digit Substitution** drop-down menu.
- 11) You can change the date display from **Date tab**.
- 12) The **Customize** button is responsible for changing the individual settings for date, time, number, or currency.





- 13) You can change the date display from **Calendar Type** **drop-down menu**.
- 14) To change the currency, open the **Currency Symbol** drop-down menu.
- 15) You can change the currency symbol from **Currency** tab.
- 16) Solving language problem means adding a new language to the **keyboard** languages.
- 17) You can add a new language by clicking on **Details** button from **Languages** tab which in the Regional and Language Options window.
- 18) To add a new language, click on “Details” button then from the settings tab click on **Add** button.
- 19) You can add Arabic language to the keyboard's language from the **Language** tab.
- 20) You can install a new printer to the computer from the **Printer and Faxes** icon that found in the control panel.
- 21) To add a printer click on **Printer and Faxes** icon
- 22) To add a printer, click on **Add a printer** button
- 23) The **Printer** is an output unit that used to display the letters or graphics from the computer on a paper.
- 24) To open the "Printer and Faxes" icon from the “Start” menu select the **Printer and Faxes**.
- 25) If you have a printer's CD click on **Have Disk** button to install it.





B) Put (✓) or (✗) :

- 1) You can't change the setting of any country from the computer. (✗)
- 2) The "Regional and Language Options" icon is located at the Control Panel. (✓)
- 3) You can change the country from the "Country" tab. (✗)
- 4) To open the "Regional and Language Options" icon, from the "Start" menu select the "Desktop". (✗)
- 5) You can change the number display from "Calendar type" drop-down menu. (✗)
- 6) You can select "None", "National" or "Context" to change the number display. (✓)
- 7) You can change the number display from "Numbers" tab. (✓)
- 8) To change the date display open "Digit substitution" drop-down menu. (✗)
- 9) You can change the date format from "Time" menu. (✗)
- 10) If you change the country, the other fields like {currency, time,.....} will reflect the new country . (✓)
- 11) To change the currency, click on the "Customize" then open "Country" tab. (✗)
- 12) You can change the currency from the "Currency symbol" drop-down menu. (✓)





- 13) To access the language setting, click on “Customize” from the “Languages” tab. (x)
- 14) To add an Arabic language to the keyboard languages, select Arabic language from the “default input language” drop-down menu. (✓)
- 15) You can't add more than two languages to the keyboard languages. (x)
- 16) To install the software of the printer you must connect the printer directly to the computer. (✓)
- 17) You can't connect more than one printer on the same computer. (x)
- 18) The “Printer and Faxes” icon is located at the Desktop. (x)
- 19) It's a good idea to print a test page to check if the printer is working correctly or not. (✓)
- 20) To open “Printer and Faxes” icon, from “Start” menu select “Control Panel”. (✓)
- 21) To add a printer click on “Add a printer” from the Printer window. (✓)
- 22) After you follow the Printer wizard steps, click on “Cancel”. (x)
- 23) When you add a printer you must follow the wizard steps. (✓)
- 24) If you connect more than one printer to the computer, you can set one of them as a main printer. (✓)
- 25) The printer is an input unit it displays the text or graphics on a paper from the computer. (x)





C) Choose the correct answer :

- 1) You can change the country, currency, date display and number display from the (My Computer – Recycle Bin – **Regional and Language Options**) icon.
- 2) The Regional and Language Options icon is located at (**Control Panel** – Desktop – My Computer)
- 3) You can change the number display from the (Digit substitution – Date – **Numbers**) tab.
- 4) To change the number display open (**Digit substitution** – Date – currency) menu.
- 5) You can change the number display to be (None – National – Context – **all of them**)
- 6) To change the date display, open (**Date** – Calendar type – number) tab.
- 7) You can change the date display from (Date – **Calendar type** – Date display) drop-down menu.
- 8) After performing the steps of number display click (Cancel – Customize – **Apply**) button.
- 9) You can change the currency, number display and date display after clicking on (Cancel – **Customize** – Apply) button.
- 10) To add the required language to the keyboard, from the Control Panel select (Start – Languages – **Regional and Language Options**)
- 11) The (Keyboard – mouse – **printer**) is a device that used to display the text or graphics on a paper.
- 12) To open the “Printer and Faxes” icon, from the “start menu” select (Desktop – **Control Panel** – My Computer)
- 13) To add a printer click on (**Add a printer** – Finish – Next).
- 14) After following the Printer wizard steps click on (Add a printer – **Finish** – Next) button.
- 15) If you have a CD of the printer, you can click on (Finish – **Have disk** – Print)





D) Re - arrange the steps:

1) Change the country:

- (3) From the "Regional Options" tab change the country
- (2) Open the "Regional and Language Options" icon
- (4) Click on "Apply"
- (1) From the "Start" menu select the "Control Panel"

2) Change the number display:

- (4) Open the "Number" tab
- (1) From the "Start" menu select the "Control Panel"
- (6) Click on "Apply"
- (3) From the "Regional Options" tab click on the "Customize" button
- (2) Open the "Regional and Language Options" icon
- (5) From the "Digit substitution", change the number display that you want (None , National or Context)

3) Change the date display:

- (3) From the "Regional Options" tab click on the "Customize" button
- (6) Click on "Apply"
- (1) From the "Start" menu select the "Control Panel"
- (5) From the "Calendar type" drop-down menu change the date display
- (4) Open the "Date" tab
- (2) Open the "Regional and Language Options" icon





4) Change the currency:

- (1) From the "Start" menu select the "Control Panel"
- (4) Open the "Currency" tab
- (6) Click on "Apply"
- (2) Open the "Regional and Language Options" icon
- (5) From the "Currency symbol" menu change the currency symbol
- (3) From the "Regional Options" tab click on the "Customize" button

5) Solve the language problem :

- (2) Open the "Regional and Language Options" icon
- (4) Click on "Add" if you don't have the language that you want
- (7) Click on "OK"
- (1) From the "Start" menu select the "Control Panel"
- (5) Choose the "Arabic" language from the "Default input language" drop-down menu
- (6) Click "Apply"
- (3) Click on the "Details" button from the "Languages" tab

6) Add a printer to the computer

- (2) Open the "Printer and Faxes" icon
- (4) Follow the Printer wizard steps
- (3) Click on "Add a printer"
- (1) From the "Start" menu select the "Control Panel"
- (5) Click "Apply"





E) Match :

- | | |
|-------------------------|--------------------------------------|
| 1) Regional Options tab | a) used to change the currency |
| 2) Number tab | b) used to change the country |
| 3) Date tab | c) used to solve language problem |
| 4) Currency tab | d) used to change the number display |
| 5) Languages tab | e) used to change the date |

(1, b)

(2, d)

(3, e)

(4, a)

(5, c)

