

2. FASTEST FINGERS FIRST

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Special Keys of the Keyboard

MONTH :-

I Dictation words:-

1. Document
2. Cursor
3. Backspace
4. Typewriter
5. Space bar Key
6. Shift Key
7. Delete
8. Symbols
9. Notepad
10. Arrow Keys.

F. VERY SHORT ANSWER QUESTIONS

1. What is the blinking line (in a text document) called?

Ans: "Cursor" is the blinking line in a text document.

2. Which is the longest key on the keyboard?

Ans: "The Space bar" is the longest key on the keyboard.

3. Which key is used to type capital letters?

Ans: "caps lock" key is used to type capital letters.