

## Windows 10 Fundamentals –Week 1 Quiz

Please write the letter of the best answer to the following 10 questions.

**1) What mouse button is used to highlight a desktop icon?** \_\_\_\_\_

- a) The left mouse button.
- b) The right mouse button.
- c) Both the right and left mouse button pressed at the same time.
- d) All of the above.

**2) What tools are shown in the Left edge of the Start Menu?** \_\_\_\_\_

- a) The active applications in the system.
- b) The most frequently used applications.
- c) The power, settings, and user buttons.
- d) The applications used during the last time the system was used.

**3) What keyboard key will open the Start Menu?** \_\_\_\_\_

- a) Combination of Ctrl-Alt-Delete.
- b) The Windows Key.
- c) The Menu Key.
- d) The F1 Key.

**4) What control do I use to expand a window to full screen?** \_\_\_\_\_

- a) The minimize button.
- b) The maximize button.
- c) Double click on the top border of the window.
- d) Answers b and c.

**5) What happens when you click the RIGHT Mouse button?** \_\_\_\_\_

- a) It operates the same as the Left mouse button.
- b) It displays a full description of the selected application or file.
- c) It deletes the selected icon.
- d) It displays a custom menu of options specific to the object selected.

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**6) What are two of the three ways to open a desktop icon?** \_\_\_\_\_

- a) Single click the Left mouse button and double click the Right mouse button.
- b) Double click the Left mouse button and Press the "Ctrl" key.
- c) Double click the Left mouse button and Type "Open".
- d) Double click the left mouse button and Highlight and Press the "Enter" key.

**7) How do I expand a window's vertical size without changing its width?** \_\_\_\_\_

- a) Double click on the title bar.
- b) Drag the left corner of the window to maximum.
- c) Drag the right border of the window to the left side of the desktop.
- d) Drag the top border of the window to the top of the desktop.

**8) How do you know how many desktop applications are open?** \_\_\_\_\_

- a) Count the icons on the desktop.
- b) Count the number of underlined quick access icons.
- c) Count the icons at the bottom right of the Task bar.
- d) Count the number of Application tiles in the Start menu.

**9) How can you view all of the application windows at one time?** \_\_\_\_\_

- a) Look in the title bar of each window.
- b) Press the Windows key on the keyboard.
- c) Left click the Task View button in the Task Bar.
- d) Left click the resize button in the Window frame.

**10) Where can you find the tool to search for a program?** \_\_\_\_\_

- a) On the Task Bar.
- b) Click the Start Menu and start typing.
- c) On the left edge of the Start menu.
- d) Both answers a) and b).