**1** **Complete the computer words.**

1. l _a_ pt _o_ p
2. m ___ ___ se
3. ___ ey ___ ___ ar ___
4. p ___ in ___ ___ r
5. mo ___ ___ t ___ r
6. sc ___ e ___ n
7. ___ - ___ a ___ l
8. w ___ ___ s ___ te
9. ___ own ___ ___ a ___
10. l ___ ___ k

**2** **Fill in the blanks with the words from Exercise 1. Not all words will be used.**

1. The _screen_ on my _____ went out. Now I can't see any of my work!
2. Most _____ usually have keys that stick over time. For example, my mom's letter 's' doesn't work right.
3. My _____ has a virus, so I have to use my dad's desktop computer.
4. Our school has a _____ that has teachers available to help students with their homework.
5. People who _____ music illegally are almost stealing money from the artists.
6. Be careful of the kind of _____ you buy because even if it was cheap, the ink cartridges can be expensive.
7. When we miss school, we have to send our homework to our teachers by _____ .

**3** **Circle the correct word in each sentence.**

1. To *open / delete* a new document means that you have erased it.
2. To *check spelling / check grammar* means to make sure that all words are spelled correctly.
3. To *save / print* means to put your file from the computer onto paper.
4. To *save / print* means to make sure that your computer will remember your work and show it to you again.
5. When you *open / delete* a file, you can read it and make changes to it if you want.
6. To *cut / paste* something means that you have removed it and may place it somewhere else.
7. To *cut / paste* something means that you have relocated it.
8. *An archived / A new* document is one that is being created for the first time.

**4** **Circle the word that does not belong.**

1. keyboard, monitor, paste, mouse
2. cut, paste, printer, print
3. print, save, mouse, open
4. spell check, website, e-mail, download
5. surf, print, open, website