



**Q:3 Write the names of parts of windows of paint.**

Ans: The main parts of the Paint window are as follows:

- Title bar
- Ribbon
- Ruler bar
- Work area
- Scroll bar
- Status bar etc.

**Q:4 What is work area?**

Ans: The blank area in the middle of paint windows is called the work area. This area is used to create drawings in paint. This area is usually the area between the ribbon and the status bar.

**Q:5 Explain the use of Save command.**

Ans: Using the save command, we can save the work done in the Paint application. We can re-open the saved file at any time in the future and use it. We can use the shortcut key Ctrl + S to save the file in Paint.

**Q:6 What are the types of scroll bars**

Ans: There are two types of scroll bars:

1. Vertical Scroll Bar
2. Horizontal Scroll Bar

**Que:4 Long Answer type Questions:**

**Q:1 What is Quick Access Toolbar? Explain its parts.**

Ans: The Quick Access Toolbar is an important part of the Paint window. This toolbar is present on the left side of the Title Bar. Its location can be changed to the top or bottom of the ribbon. The user can add more commands or remove existing commands from this toolbar as per requirements.

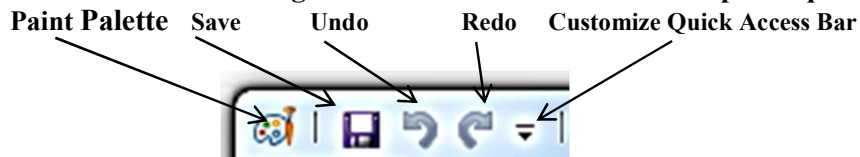


Fig: Quick Access Bar

**Q:2 Define Home Tab Ribbon.**

Ans: Ribbon is an important part of the Paint window. To do any type of work in the Paint Window, we need Home tab ribbon. It has various tools, shapes, color palettes and many more commands. These commands are divided into different groups, such as: Clipboard, Image, Tools, Shapes and Colors group.

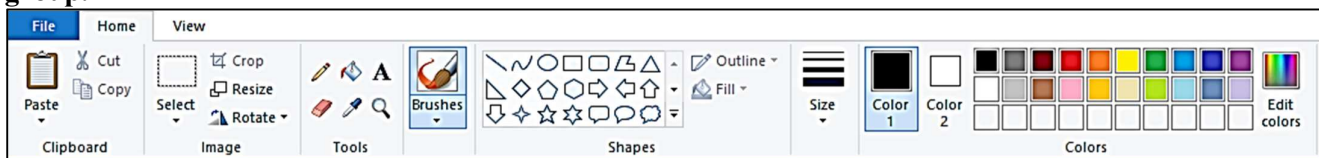


Fig: Home Tab Ribbon