SET 4

Series JSR/NSQF

Code No.589

SUMMATIVE ASSESSMENT II

INFORMATION TECHNOLOGY (402/462)

CLASS -X

Maximum Marks: 30

Duration: 1 Hour

BLUE PRINT

UNIT	UNIT NAME	SECTION A 1 Mark	SECTION B 2 Marks	SECTION C 3 Marks	SECTION D 5 Marks	TOTAL MARKS
4	Spreadsheet (Intermediate)	2		1	1	10
5	Digital Presentation (Intermediate)	1	2	1		8
6	Email Messaging (Intermediate)	2	1			4
7	Web Application (Basics) Database Development (Basics)	1	2	1		8
	Total Questions (Marks)	6 (6)	5 (10)	3 (9)	1 (5)	15 (30)

MARKING & ANSWERING SCHEME

Important Note:

- **All answers provided in the Marking scheme are SUGGESTIVE.**
- **Examiners are requested to accept all possible alternative correct answer(s).**
- **Wherever HTML Tags are asked – ignore the format/additional arguments if so given in the answer(s)**
- **Wherever multiple answers are suggested, they are in order of appropriateness**

SECTION A				
1	Multiple Type Questions Note: For each correct answers in Q.N.1, award 2 marks, not exceeding full 6 marks.			6
	(i)	To write a formula in Spreadsheet tool, what symbol we need with?		
		(a) #	(b) =	
		(c) $	(d) *	
	Ans	(b) =		
	(ii)	What could you do to add an absolute reference?		
		(a) Add dollar signs around the cell	(b) Click F4	
		(c) Both (a) and (b)	(d) None of the above	
	Ans	(a) Add dollar signs around the cell		

	(iii)	To start a slideshow in Digital Presentation tools, we press ____ key on the keyboard.		
		(a) F4	(b) Ctrl + S	
		(c) F5	(d) Enter	
-	Ans	(c) F5		
	(iv)	E-mail stands for ?		
		(a) Electronic mail	(b) Emergency mail	
		(c) Electric mail	(d) None of the above	
	Ans	(a) Electronic mail However, 1 mark to be awarded even for writing option (c)		
	(v)	Generally, when you receive an e-mail, it comes in which folder?		
		(a) Outbox	(b) Inbox	
		(c) Spam	(d) Drafts	
-	Ans	(b) Inbox		
	(vi)	If you want to send an email to many friends without showing them all the email addresses, you will type all email addresses in		
		(a) To	(b) Attachment to email	
		(c) CC	(d) bCC	
	Ans	(d) bcc		

SECTION B Note: Award additional 4 marks to the marks obtained, not exceeding 10 marks in total		
2	In a presentation software,	2
	(a) Which view is best suited, if you wish to delete multiple slides of a presentation?	
-	Ans: Slide Sorter View OR Normal View OR Any other View referring to presentation tool. *(1 Mark for writing the correct view)*	
	(b) What you would do to select the same Font Settings and Slide background for all the slides?	
	Ans: Using the settings of Master Slide/Slide Master/Apply to all *(1 Mark for writing the correct answer)*	

3	In a presentation software, what is the difference between Slide Transition and Custom Animation?	2
	Ans: Custom Animation is for entry/exit effects of each object within a single slide Slide Transition is for effects in between the Slides *(1 Mark for each)*	
4	Write one line for defining each of the following.	2
	(a) Firewall - (b) Spam	
	Ans: (a) Firewall - a Software/Hardware designed to prevent unauthorized or unwanted communications between computer networks or hosts (b) Spam - Spam is usually considered to be electronic junk mail or junk newsgroup postings. OR any other definition conveying similar meaning. *(1 Mark for each)*	
5	What is the difference between tags <UL> and <OL> in HTML? Give an example of each	2
	Ans: UL- Unordered List OL - Ordered List • Apple • Orange • Papaya 1. Pen 2. Pencil 3. Eraser *(½ for each explanation)* *(½ for each example)*	
6	Write the name of the software tool to perform the following operation	2
	(a) To edit a Web Page Ans: NOTEPAD or any other text editor or any html editor OR Any other name of the software *(1 Mark for correct answer)*	
	(b) To view the content of a Web Page Ans: Internet Browser OR Mozilla Firefox OR Google Chrome OR Any other name of the software *(1 Mark for correct answer)*	
SECTION C Note: Award additional 4 marks to the marks obtained, not exceeding 9 marks in total		
7	Write the type of addressing used in the following:	3
	(a) `=10*A1`	

	Ans: Relative Referencing OR Any other Referencing *(1 Mark for correct answer)*	
	(b) =10*$A1 Ans: Mixed Referencing OR Any other Referencing *(1 Mark for correct answer)*	
	(c) =10*A1 Ans: Absolute Referencing OR Any other Referencing *(1 Mark for correct answer)*	
8	Raveena is making a professional presentation for a newly launched product of her company. She want incorporate the following feature in her presentation. (a) To add serial numbers in each slide (b) To add name of her company on top of each slide (c) To add the picture of the product on the second slide (the picture of product is stored on her computer) Write the commands/features of presentation tool using which she can perform the above operations	3
	(a) To add serial numbers in each slide Ans: Header & Footer / Insert - > Header & Footer *(1 Mark for correct answer)*	
	(b) To add name of her company on top of each slide Ans: Masters / Insert->Header *(1 Mark for correct answer)*	
	(c) To add the picture of the product on the second slide (the picture of product is stored on her computer) Ans: Insert > picture > select the picture OR Go to second slide, Insert-> image OR Writing the same in sentence form *(1 Mark for correct answer)*	

9	Write the HTML Code to create the given table:	3

BOOK	PUBLISHER	CLASS
First Flight	NCERT	10
Informatics Practices	CBSE	12

```
<TABLE>
<TR><TH>BOOK</TH><TH>Publisher</TH><TH>Class</TH></TR>
<TR><TD>First Flight</TD><TD>NCERT</TD><TD>10</TD></TR>
<TR><TD>Informatics Practices</TD><TD>CBSE</TD><TD>12</TD></TR>
</TABLE>
OR
<TABLE>
<TR><TD>BOOK</TD><TD>Publisher</TD><TD>Class</TD></TR>
<TR><TD>First Flight</TD><TD>NCERT</TD><TD>10</TD></TR>
<TR><TD>Informatics Practices</TD><TD>CBSE</TD><TD>12</TD></TR>
</TABLE>
```

(1 Mark for appropriate use of TABLE tag)
(1 Mark for appropriate use of TR tag)
(1 Mark for appropriate use of TH/TD tag)

SECTION D

Note:

- Part (a) - 1.5 Marks
- Part (b) - 2 Marks
- Part (c) - 1.5 Marks

However, for correctly answering parts (d) and (e) and incorrectly answering (a) to (c), should be awarded 1 Mark for each correct answer, not exceeding total of 5 marks.

10	Write the Spreadsheet formula/expressions/functions to perform the operations given in (a) to (e) keeping in view of the following spreadsheet data.	5

	A	B	C	D	E	F	G
1	ROOM	RENT	STATUS	DURATION	AMOUNT	TAX	BILLAMOUNT
2	101	3000	OCCUPIED	3			
3	102	2500					
4	103	3000	OCCUPIED	5			
5	201	4000	OCCUPIED	7			
6	202	4000					
7	203	5500	OCCUPIED	2			
8							

(a) To calculate AMOUNT with the help of corresponding RENT and DURATION as RENT*DURATION to be written in E2.

Ans:
=B2*D2
(1.5 Mark for correct answer)

	(b) To calculate TAX as 10% of corresponding AMOUNT to be written in F2. Ans: =0.1*E2 or =(10/100)*E2 *(2 Mark for correct answer)*	
	(c) To calculate BILLAMOUNT as total of corresponding AMOUNT and TAX to be written in G2. Ans: =E2+F2 *(1.5 Mark for correct answer)*	
	(d) To find highest RENT from the column B to be written in B8. Ans: =MAX(B2:B7) *(1 Mark for correct answer only if (a), (b) or (c) wrongly attempted)*	
	(e) To count the number of rooms occupied from the column C to be written in C8. Ans: =COUNTIF(C2:C8,'OCCUPIED') OR =COUNTA(C2:C8) OR =COUNT(C2:C8) *(1 Mark for correct answer only if (a), (b) or (c) wrongly attempted)*	

Summative Assessment

Information Technology (402/462)

Class X – 2015-16

General Instructions :

1. *Read the question paper carefully.*
2. *Question paper is divided into four sections :*

Section A – Multiple choice questions *(1 mark each)*

Section B – Very Short Answer *(2 mark each)*

Section C – Short Answer *(2mark each)*

Section D- Long Answer *(4mark each)*

- *All questions are compulsory.*

1. *Question paper contains 15 questions.*
2. *The maximum time allowed is* **2**

1X10=10

Section A:

Q1. I…….tennis every Sunday morning.

1. playing
2. play
3. am playing
4. am play

Q2. Don't make so much noise. Noriko…….to study for her ESL test!

1. try
2. tries
3. tried
4. is trying

Q3. Sorry, she can't come to the phone. She…….a bath!

1. is having
2. having
3. have
4. has

Q4. .....many times every winter in Frankfurt.

1. It snows
2. It snowed
3. It is snowing
4. It is snow

Q5. How many students in your class ..... from Korea?

1. comes
2. come
3. came
4. are coming

Q6. Babies ..... when they are hungry.

1. cry
2. cries
3. cried
4. are crying

Q7. Jane .....her blue jeans today, but usually she wears a skirt or a dress.

1. wears
2. wearing
3. wear
4. is wearing

Q8. I think I ..... a new calculator. This one does not work properly any more.

1. needs
2. needed
3. need
4. am needing

Q9. Sorry, you can't borrow my pencil. I..... it myself.

1. was using
2. using
3. use
4. am using

Q10. The phone ..... Can you answer it, please?

1. rings
2. ring

3. rang
4. is ringing

Section B: **2X5=10**

1. Write a short note on Internet History.
2. Explain the meanings of .com .edu .org .in .
3. What is Modem, Explain two types of Modems?
4. Why we need internet security?
5. How to sent an e-mail, write all steps.

Section C: **3X2=6**

1. What is E-mail, write brief note on E-mail
2. Why we need MS Power Point? Write 10 Advantages of MS Power Point.
3. How to insert an image in Power Point document?

Section D: **1X4=4**

1. What do you mean by Internet? Write five advantages and disadvantages of internet.

Sample Paper
Information Technology (402/462)
Class X – 2017-18

General Instructions :

I. *Read the question paper carefully.*

II. *Question paper is divided into four sections :*

Section A – Multiple choice questions *(1 mark each)*

In this section

Attempt any two from the first four Questions.

Attempt a total of six questions

Section B – Very Short Answer *(2 mark each)*

There are internal choices in this section with a total of 8 questions to be attempted

Section C – Short Answer *(3 mark each)*

Section D- Long Answer *(5 mark each)*

III. *All questions are compulsory from section C and D*

IV. *The maximum time allowed is 2 hour.*

V. *Maximum marks is 50 marks.*

Section A: 1X6=6

1. The market is just _____ the corner.
   a) at
   b) around
   c) on
   d) to
2. Our specialty is _____ tandoori chicken. Do try it.
   a) a
   b) an
   c) the
   d) no article needed
3. It was _____ who wanted to go to mountains instead of the beach.
   a) himself
   b) he
   c) him
   d) none
4. Study the following situation in "saying no"

   Speaker 1: Can I borrow some money?
   Speaker 2: _____
   a) no, you can't.
   b) I am sorry, but I won't be able to lend you.
   c) I will not give you.
   d) I am sorry, but you can't borrow right now.
5. _____ is the type of wireless internet connectivity.
   a) dial up

b) DSL
c) 3G
d) Cable internet access

6. _____ is not a toggle key.
   a) Caps lock
   b) Delete
   c) Num lock
   d) Scroll Lock
7. Autosum option is available in _____ group under the home tab.
   a) Number
   b) Styles
   c) Cells
   d) Editing
8. Priyam has prepared a sales report for his company in excel. He does not want to display the data in some columns. He should choose _____to make the columns invisible.
   a) Invisible
   b) Conditional formatting
   c) AutoSum
   d) Hide

9. _____is the visual motion when one slide changes to the next during a presentation.
   a) Slide transition
   b) Animation
   c) Chart
   d) none
10. _____ creates a timeline of transactions that can be linked to a contact.
   a) telephone calls
   b) appointment
   c) journal entry
   d) meeting
11. _____ are short text messages that are used for taking quick notes.
   a) notes
   b) list
   c) file
   d) journal
12. A/An _____statement is used to modify records in a database.
   a) Alter
   b) Update
   c) Select
   d) Create

Section B: **8X2=16**

1. What do you mean by reflexive pronoun? Give example.
2. Jasmine lost her book, how she can describe the book which was lost? Mention at least four attributes to describe the book.
3. A friend of yours has done a favor for you, now how would you express your appreciation for your friend?
4. Write down the necessary steps to add a footer to your document.

   OR

   What do you understand by word wrapping? List any two word wrapping options available in a word processing software.
5. How can you insert a movie clip in the presentation using insert and layout option?

   OR

   In how many ways, you can insert a table in the presentation? Mention them.
6. What do you mean by task? How you can create and edit a task?
7. State the relationship and difference between primary key and foreign key.
8. Write an SQL query to create a table with the following structure.

Field	Type
Emp_no	char(4)
Name	varchar(25)
Salary	Float
Department	varchar(15)

Section C: 6 X 3=18

1. State three rules and etiquettes to be followed while chatting on the internet.
2. Write the steps to create the tab stop position at 3".
3. Mention three character formatting options, along with the detail how to use it.
4. Explain Conditional formatting with the help of an example. List any two formats that can be used for conditional formatting.
5. Kartikay is preparing a Digital Presentation. Help him to choose the correct option to
   a. Keep the same transition and sound effect to all the slides
   b. Insert a movie that has already been downloaded in the slide.
   c. Add notes to a particular slide
6. Write the answers based on the following table:

Table: Manger

Deptno	Deptname	Name	City
S101	Sales	Pranjal Sharma	Delhi
HR404	HR	Preeti Arora	Chennai
P204	Purchase	Sukhmeen Singh	Bangalore
AD990	Admin	Sukanya Kumar	Mumbai

   a. Suggest a suitable data type for the Deptname field.
   b. Write a query to display all the records of the table.
   c. Add a new record with the following details:

('S106', 'Sales', "Kritika Tuteja", "Delhi").

Section D: 5X2=10

1. Explain the purpose of internet security. Also, mention some of the best internet security practices.

2. Consider the following spreadsheet and answer the questions that follow:

	A	B	C	D	E
1	No	BookName	Price	No_of_copies	Total Price
2	1	Mastering Dbase	200	4	
3	2	Introduction to Dbase	150	8	
4	3	HTML programming	250	9	
5	4	Web Based Applications	199	6	

a. Calculate the Total Price as Price * No_of_copies in cell E2.
b. Which option can be used to arrange the books in ascending order of price(lowest to highest)?
c. Find the highest price of a book and display it in cell C6.
d. Which option can be used to change the background color of a cell?
e. Mention the feature used to display the data in a graphical form.
f. Change the alignment of text in cell B2 to central aligned.

Series : ****

Code No. : 402/462

Roll No. | | | | | | | |

Candidates must write the Code on the title page of the answer-book.

- Please check that this question paper has 3 printed pages and 15 questions.
- Code number given on the right top of this question paper should be written on the title page of the answer-book by the candidate.
- 15 minute time has been allotted to read this question paper. The question paper will be distributed at 10.15 a.m. From 10.15 a.m. to 10.30 a.m., the students will only read the question paper and will not write any answer on the answer-book during this period.

General Instructions :

- All questions are compulsory.
- Questions number 1 to 6 carry 1 mark each.
- Questions number 7 to 11 carry 2 marks each.
- Questions number 12 to 14 carry 3 marks each.
- Question number 15 carry 5 marks each.

SUMMATIVE ASSESSMENT - II

INFORMATION TECHNOLOGY

CLASS - X

Time allowed : 1 Hour **Maximum Marks : 30**

	SECTION - A Multiple Choice Questions	
1.	When you freeze a row _____ remains constant. (i) Header (ii) Sort (iii) Chart (iv) Print	1
2.	The process of arranging the items of a column in some sequence or order is known as : (i) Arrange in (ii) Auto fill (iii) Sorting (iv) Filtering	1

3.	The _____ option is used to print only the text part of the presentation. (i) Outline (ii) Sorter (iii) Handout (iv) None of these	1
4.	Which outlook function is similar to using sticky notes ? (i) Journal (ii) Notes (iii) Calendar (iv) Tasks	1
5.	_____ appointments can be used for repetition task. (i) Journal (ii) Notes (iii) Recurring (iv) Calendar	1
6.	A database is a complex type of : (i) Database Structure (ii) Application (iii) Manager (iv) None of these	1
	SECTION - B	
7.	How to insert a table in Presentation by using Insert Tab ?	2
8.	Seema wants to give identical designs to all the slides and handouts, she is going to print from her presentation. (i) Which two methods can she use to accomplish her work ? (ii) Compare the two methods and in list their differences.	2
9.	What is the usage of calendar sharing ?	2
10.	Explain the following DML commands : SELECT, INSERT.	2
11.	What is a primary key ? Explain with example.	2
	SECTION - C	
12.	Write the steps to share the worksheet data.	3
13.	Write down six tips to make your presentation effective.	3
14.	Write any three uses of Database Management System.	3

SECTION - D

15. Asian Pvt. Ltd. maintains the employee salary details in the worksheet given below : 5

	A	B	C	D	E	F	G	H
1	EmpId	EmpName	Basic	HRA	DA	PF	NetSalary	Bonus
2	E101	Ram Chandran	12000					
3	E102	Manish Kumar	25000					
4	E103	Srikant Naidu	18000					
5	E104	Meena Jain	40000					
6	E105	Shefali Gupta	38000					
7	E106	Abhishek Jain	27000					
8	E107	Romilla Babbar	32000					
9	E108	Anupriya Singh	21000					

Write the formula to do the following tasks :

(a) To calculate the HRA as 40% of the basic pay in cells D2 : D9.

(b) To calculate DA as 45% of the basic pay in cells E2 : E9.

(c) To calculate the PF as 10% of the basic pay in cells F2 : F9.

(d) To calculate the net salary as Basic+HRA+DA-PF in cells G2 : G9.

(e) The employees are given a bonus based on the net salary. If the net salary is greater than or equal to 50,000, display N, otherwise display Y in column H. What formula will you enter in cell H2 ?

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Series : ****

Code No. 402/462

Roll No. | | | | | | | |

Candidates must write the Code on the title page of the answer-book.

- Please check that this question paper has 2 printed pages and 15 questions.
- Code number given on the right top of this question paper should be written on the title page of the answer-book by the candidate.
- 15 minute time has been allotted to read this question paper. The question paper will be distributed at 10.15 a.m. From 10.15 a.m. to 10.30 a.m., the students will only read the question paper and will not write any answer on the answer-book during this period.

SUMMATIVE ASSESSMENT - II

INFORMATION TECHNOLOGY

CLASS - X

Time allowed : 1 Hour | Maximum Marks : 30

	SECTION - A Multiple Choice Question	
1.	Question not provided	
2.	Question not provided	
3.	Question not provided	
4.	Question not provided	
5.	Question not provided	
6.	_____ data types are used for storing data in binary formats. It is used for storing photos, music files etc. (a) Binary Data Type (b) Object Data Type (c) Varchar Data Type (d) Other Data Type	1
	SECTION - B	5x2=10
7.	Sharuya wants to maintain the detailed records of the material available in his shop. He needs to store information about pricing, stock available, reorder etc. in a systematic manner. (a) Which software he will use to maintain his data in a systematic manner ? (b) Name the key field that he uses to avoid duplicate data to be entered in the records.	1+1
8.	State the difference between the CHAR and VARCHAR data types. Explain with example.	2

9.	Raghav wants to increase audience interest in his presentation by giving proper effects to move slides and its contents in an attractive way. (a) Which feature he uses to animate the slides and its contents ? State the difference between them.	1+1
10.	Manisha wants to move, rotate, resize multiple objects in a presentation software as one object. Name the feature and three option available under it.	1+1
11.	What are tasks and Journal entry with respect to a calendar application software ?	1+1
	SECTION - C	3x3=9
12.	In a seminar, user provides print outs of the presentation to the students. Explain the usage of print option given below : (a) Print Notes (b) Handouts (c) Outline	1+1+1
13.	(a) What is query in DBMS ? (b) Which statement is used to modify the records in the table ? Write the syntax of the statement. (c) Write the command that how the user add new records into the table.	1+1+1
14.	In the spreadsheet management application, Kaina wants to make headers to remain constant while scrolling the data that based on it. (a) Identify the feature and in which of the tab it exists. (b) Differentiate between Freeze Row and Freeze Column.	 1 2
	SECTION - D	
15.	Write the spreadsheet formula/expression/function to perform operations in the given table :	5

	A	B	C	D	E	F	G	H
1	SNO	NAME	ENG	HINDI	MATHS	SCI	TOT	%
2	1	AMIT	86	79	92	91		
3	2	ARYA	90	84	94	85		
4	3	BHAV	75	85	91	98		
5	4	VASU	78	89	91	77		
6	5	SNEHA	80	93	100	87		
7	MAX. MARKS							
8	MIN. MARKS							

(1) Calculate the total marks and percentage obtained by each student in the class. 2

(2) Show the maximum and minimum of marks obtained in each subject in the class by the students. 2

(3) Name the feature which is used to perform formatting on the data based on conditions or values. 1

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INFORMATION TECHNOLOGY (402)

Sample Question Paper

Class X - 2018-19

Time: 2 Hours **Max. Marks: 50**

General Instructions:

1. *Question paper is divided into two sections: Section-A and Section- B.*
2. ***Section–A:***
   - i. *Multiple choice question/Fill in the blanks/Direct Questions of 1 mark each. Answer any 10 questions out of the given 12 questions.*
   - ii. *Very Short Answer of 2 marks each. Answer any 5 questions from the given 7 questions.*
   - iii. *Short Answer of 3 marks each. Answer any 5 questions from the given 7 questions.*
3. ***Section–B:*** *Long/Essay type questions of 5 marks each. Answer any 3 questions from the given 5 questions.*
4. *All questions of a particular section must be attempted in the correct order.*
5. *Please check that this question paper contains 31 questions out of which 23 questions are to be attempted.*
6. *The maximum time allowed is 2 hrs.*

SECTION –A

Answer any 10 questions out of the given 12 questions:

1. What is kept on _____ table (1)
   a. an b. the c. of d. a
2. The chemist shop is right next ____ the hospital. (for, to). (1)
3. www stands for _____ (1)
   (a) Whole World Web
   (b) World Wide Web
   (c) World With Web
   (d) Web Web Web
4. _____ is designed to help users with auditory impairments. (1)
   (a) Filter Key
   (b) Toggle Keys
   (c) Sound Sentry
   (d) Serial Key
5. Default tab stop position is _____. (1)
6. _____ can be used to break continuous text to one or more sentences. (1)
7. _____ can be used for inserting information at the top of each page automatically. (1)

8. AutoSum option is available in _____ group under the Home tab. (1)

9. _____ are used for playing sound files while making a presentation. (1)

10. Selecting the _____ view shows calendar for a month. (1)

11. You can categorize appointments in time management software by giving specific _____ to appointments. (1)

12. A _____ creates a timeline of transactions that can be linked to a contact. (1)

Very Short Questions: (2 marks each).
Answer any 5 questions out of the given 7 questions:

13. Rohan's father told him that they need to attach a modem for internet connection on their computer. Explain the meaning and function of modem to Rohan. (2)

14. What are document templates? State the purpose of using document template. (2)

15. What are Clip arts? List any two websites that offer free clipart. (2)

16. Explain any three types of views available in Spreadsheet (2)

17. Explain the purpose of grouping objects in a Digital presentation. (2)

18. Differentiate between Animation and Transition in digital presentation. (2)

19. Pulkit has got a proposal for a meeting through Calendar. Suggest four types of responses that are available under calendar software. (2)

Short Questions: (3 marks each).
Answer any 5 questions out of the given 7 questions:

20. A stranger has helped your grandfather and you want to appreciate him for the help extended by him. Write any three lines to thank him. (3)

21. You have recently visited a hill station. Describe it using appropriate phrases. (3)

22. List any three word wrapping options available under Word Processing software. (3)

23. Write steps to insert shape in a word document. (3)

24. Yashika is preparing a Digital Presentation for her project. Give any three basic guidelines to be followed while making a digital Presentation. (3)

25. Ankush has to present monthly report of his department to his managing committee. Suggest him with appropriate tools to do the following in a digital presentation: (3)

    i. To show statistical data pictorially for analysis.
    ii. Two ways to insert movie in his presentation.
    iii. Which option he shall use to keep guided text used by presenter

26. Define the following terms (3)
    a. Tuple b. Foreign Key c. DBMS

SECTION –B

Long/Essay type questions (5 marks each).
Answer any 3 questions out of the given 5 questions:

27. Ananya uses Internet for her School Project. Suggest any five security measure to ensure safety from online threats. **(5)**

28. Explain the following terms : **(5)**
    i. Internet
    ii. LAN
    iii. Instant Messaging
    iv. Blog
    v. P2P Architecture

29. Create table BOOK **(5)**

BOOK ID	Char (4)
Bname	Varchar (15)
Author	Varchar (20)
Price	Decimal

    a) Identify the primary key of the Book Table, also mention the suitable reason for choosing it as a Primary Key

    b) Differentiate between
        i. char and varchar data type
        ii. DDL and DML

30. Write the SQL commands to answer the queries based on Fabric table **(5)**

FabricID	Fname	Type	Disc
F001	Shirt	Wollen	10
F002	Suit	Cotton	20
F003	Tunic	Cotton	10
F004	Jeans	Denim	5
F006	Shorts	Cotton	7

    a) To insert the following record ("F005", "Kurta", "Wollen",5)
    b) To display only those fabric whose disc is more than 10
    c) To display those record whose type is "Wollen"
    d) To modify the fabric shirt by increasing discount of 10
    e) To delete the record of fabric F003 from table

31. Given the Following Spreadsheet, Write the appropriate Formula/ Expression/ Function to be used for (a) to (e) **(5)**

	A	B	C	D	E	F
1						
2	Departmental Store					
3	ProdCode	PNAME	QTY	PRICE	AMOUNT	
4	P101	BAT	55	1250		
5	P102	RACKET	40	700		
6	P103	BALL	65	150		
7	P104	GLOVES	50	300		
8		TOTAL				
9		AVERAGE				
10		MAXIMUM				

a) Write formula to calculate the Total Qty(C4:C7)) in cell C8

b) Write the feature used for arranging the Price from Highest to Lowest

c) To find the Product with Maximum Price to be written in Cell D10

d) To find the Average Qty to be written in cell C9

e) Write formula to calculate the Total Amount in cell E8

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SET – 4

Series : HRK/NSQF/C

कोड नं.
Code No. 589

रोल नं.
Roll No.

परीक्षार्थी कोड को उत्तर-पुस्तिका के मुख-पृष्ठ पर अवश्य लिखें ।
Candidates must write the Code on the title page of the answer-book.

- कृपया जाँच कर लें कि इस प्रश्न-पत्र में मुद्रित पृष्ठ 4 हैं और 15 प्रश्न हैं ।
- प्रश्न-पत्र में दाहिने हाथ की ओर दिए गए कोड नम्बर को छात्र उत्तर-पुस्तिका के मुख-पृष्ठ पर लिखें ।
- इस प्रश्न-पत्र को पढ़ने के लिए 15 मिनट का समय दिया गया है । प्रश्न-पत्र का वितरण पूर्वाह्न में 10.15 बजे किया जाएगा । 10.15 बजे से 10.30 बजे तक छात्र केवल प्रश्न-पत्र को पढ़ेंगे और इस अवधि के दौरान वे उत्तर-पुस्तिका पर कोई उत्तर नहीं लिखेंगे ।
- Please check that this question paper has 4 printed pages and 15 questions.
- Code number given on the right hand side of the question paper should be written on the title page of the answer-book by the candidate.
- 15 minute time has been allotted to read this question paper. The question paper will be distributed at 10.15 a.m. From 10.15 a.m. to 10.30 a.m., the students will only read the question paper and will not write any answer on the answer-book during this period.

संकलित परीक्षा – II
SUMMATIVE ASSESSMENT – II

सूचना प्रौद्योगिकी
INFORMATION TECHNOLOGY

निर्धारित समय : 1 घंटा
Time allowed : 1 hour

अधिकतम अंक : 30
Maximum Marks : 30

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खण्ड – अ
Section – A

1 से 4 तक रिक्त स्थान की पूर्ति कीजिए।

Fill in the blanks **1** to **4**.

1. ऑटोसम स्वचालित रूप से सेल के आसपास _____ या _____ वैल्यू का चयन करता है। 1

   Autosum automatically selects the value around the cells either _____ or _____.

2. फ्रीज़ पेन ऑप्शन (विकल्प) _____ ग्रुप के _____ टैब में उपलब्ध होता है। 1

   Freeze Panes option is available under _____ group in _____ tab.

3. एक अपॉइन्टमेंट को शेड्यूल करने के _____ और _____ तरीके होते हैं। 1

   The two ways to schedule an appointment are _____ and _____.

4. _____ अपॉइन्टमेंट का उपयोग शेड्यूल को दोहराने के लिए किया जाता है। 1

   _____ appointment can be used for scheduling repetitive task.

5. एक नया प्रेजेंटेशन बनाया जाता है :

   (a) खाली प्रेजेंटेशन से (b) मौजूदा प्रेजेंटेशन से

   (c) डिज़ाइन टेम्पलेट से (d) उपरोक्त सभी 1

   A new presentation can be created from :

   (a) Blank presentation (b) From existing presentation

   (c) From design template (d) All of the above

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6. यह एक ही प्रकार के डेटा को शामिल करता है :

(a) टेबल (b) स्तंभ (कॉलम)

(c) पंक्ति (रो) (d) इनमें से कोई नहीं 1

It contain same types of data :

(a) Table (b) Column

(c) Row (d) None of these

खण्ड – ब

Section – B

7. पावरपॉइन्ट प्रेजेंटेशन में मूवी क्लिप को जोड़ने से संबंधित क्रियाओं को लिखिए। 2

Write steps to add a movie clip in PowerPoint presentation.

8. स्लाइड ट्रांजीशन से आपका क्या मतलब है ? 2

What do you mean by slide transition ?

9. केलेन्डर सॉफ्टवेयर से आप क्या समझते हैं ? 2

What do you understand by calender software ?

10. डी.बी.एम.एस. और आर.डी.बी.एम.एस. क्या है ? संक्षिप्त में समझाओ। 2

What does DBMS and RDBMS stand for ? Explain in short.

11. प्राइमरी-की और फॉरेन-की से क्या मतलब है ? 2

What do you mean by primary key and foreign key ?

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खण्ड – स

Section – C

12. कंडिशनल फॉरमेटिंग क्या है ? स्प्रेडशीट में उपस्थित "सार्ट" और "फिल्टर" को समझाओ । 3

What is conditional formatting ? Explain "sort" and "filter" feature available in spreadsheet.

13. पावरपॉइंट प्रेजेंटेशन में एक चार्ट को किस प्रकार इन्सर्ट करेंगे ? 3

How to insert a chart in PowerPoint presentation ?

14. "डी.डी.एल." और "डी.एम.एल." कमाण्ड से क्या अभिप्राय है ? 3

What do you mean by DDL and DML command ?

खण्ड – द

Section – D

15. स्प्रेडशीट में उपलब्ध चार्ट में से किसी भी पाँच प्रकार की व्याख्या करों । 5

Explain any five types of charts available in spreadsheet.

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Series NVEQF

कोड नं. 589
Code No.

रोल नं. 2 3 0 1 9 4 6
Roll No.

Yatin Kaushik

परीक्षार्थी कोड को उत्तर-पुस्तिका के मुख-पृष्ठ पर अवश्य लिखें ।
Candidates must write the Code on the title page of the answer-book.

- कृपया जाँच कर लें कि इस प्रश्न-पत्र में मुद्रित पृष्ठ 7 हैं ।
- प्रश्न-पत्र में दाहिने हाथ की ओर दिए गए कोड नम्बर को छात्र उत्तर-पुस्तिका के मुख-पृष्ठ पर लिखें ।
- कृपया जाँच कर लें कि इस प्रश्न-पत्र में 4 प्रश्न हैं ।
- कृपया प्रश्न का उत्तर लिखना शुरू करने से पहले, प्रश्न का क्रमांक अवश्य लिखें ।
- इस प्रश्न-पत्र को पढ़ने के लिए 15 मिनट का समय दिया गया है । प्रश्न-पत्र का वितरण प्रातः 10.15 बजे किया जाएगा । 10.15 बजे से 10.30 बजे तक छात्र केवल प्रश्न-पत्र को पढ़ेंगे और इस अवधि के दौरान वे उत्तर-पुस्तिका पर कोई उत्तर नहीं लिखेंगे ।
- Please check that this question paper contains 7 printed pages.
- Code number given on the right hand side of the question paper should be written on the title page of the answer-book by the candidate.
- Please check that this question paper contains 4 questions.
- Please write down the Serial Number of the question before attempting it.
- 15 minutes time has been allotted to read this question paper. The question paper will be distributed at 10.15 a.m. From 10.15 a.m. to 10.30 a.m., the students will read the question paper only and will not write any answer on the answer-book during this period.

संकलित परीक्षा – II

SUMMATIVE ASSESSMENT – II

सूचना प्रौद्योगिकी

INFORMATION TECHNOLOGY

निर्धारित समय : 1 घण्टा *अधिकतम अंक : 50*

Time allowed : 1 hour *Maximum Marks : 50*

Note : This question paper includes questions on IT applications in domains such as Business, Education and Governance.

1. (a) A small IT company "Quick Solutions" was launched by Manmeet. A client "Swift Movers" gave an assignment to "Quick Solutions" to prepare a presentation to market its transport business more effectively. During the discussion with "Swift Movers", Manmeet noted certain requirements. These requirements and the features which can be used to meet these requirements are given below. Help Manmeet by selecting the most suitable feature(s)/option.

(i) During the slide show, the slides of the presentation should advance automatically. For this time has to be set for each slide. 1

(a) Slide Show

(b) Rehearse Timings

(c) Set up slide show

(d) Use rehearsed timings

(ii) The presentation should have a slide showing a movie clip of road traffic. 1

(a) Insert → Picutre

(b) Insert → Clip art

(c) Insert → Movie

(d) Custom Animation

(iii) Animation effects should be added to contents of certain slides. 1

(a) Slide Show

(b) Custom Animation

(c) Slide Transition

(d) Insert → Animation

(iv) The compressed version of the slides should be printed and given to the manager of "Swift Movers". 1

(a) Print → Handouts

(b) Print → Slides

(c) Print → Notes Pages

(d) Print → Outline View

(v) A particular image (Logo of Swift Movers) should appear at the top left corner of every slide. Where should Manmeet insert this image, so that it automatically appears on each new slide ? 1

(a) Each Slide

(b) Background

(c) Master Slide

(d) Slide Show

(b) Mrs. Rama Sethi is the Principal of "Vidya Kaushal" School. During a presentation on the revision of syllabus, she noticed some points for possible improvements. She told a class X student, Iqbal, to make these improvements. The noted improvements and the related problems are mentioned below. Help Iqbal by writing the solutions to the mentioned problems :

(i) There should be some animation effect when slides advance during the slide show. Which feature of presentation package should be used for this ? How can the same effect be applied to all the slides together ? 2

(ii) Each slide should have some hints to the speaker which should not be visible during presentation delivery but should be printable with respective slides. Where should Iqbal write these hints in the presentation ? Also write how can he print the slides with added hints. How can he print the slides without hints ? 2

(iii) The last slide should have hyperlinks to some educational web-sites. How can text be added which when clicked, takes to the web-sites ? 1

2. (a) Sonal wants to create a Social Science tutorial web-page using HTML. Through this tutorial she wants to teach about Parliamentary System. She wants to include the following information in the web-page :

S. No.	Component	Image	Link
1.	President	Pres. jpg	Pres.html
2.	Lok Sabha	LSabha.jpg	LSabha.html
3.	Rajya Sabha	RSabha.jpg	RSabha.html

You are required to help Sonal by telling her the right options for the questions given below :

(i) Which tag should she use to insert the images in web-page ? 1

(a) <IMG>

(b) <PIC>

(c) <SRC>

(d) <JPG>

(ii) Which of the following tags should be used to include the hyperlinks ? 1

(a) <HR>

(b) <A>

(c) <HTML>

(d) <Table>

(iii) Which of the following tags should be used, so that the names of the components appear in bold ? 1

(a) <BIG>

(b) <BOLD>

(c) <B>

(d)

(b) Identify at least 4 tags (Other than <HTML>, <HEAD>, <BODY>, <TITLE>), which have been used to create the following part of a web-page in HTML : 2

National Festivals of India

A. Republic Day - 26th January
B. Independence Day - 15th August
C. Gandhi Jayanti - 2nd Octobe-

(c) Write complete HTML code to generate the following web-page. Features of the page are given below the figure. 5

शहीद भगत सिंह

Born : 28/09/1907
Martyrdom Day : 23/03/1931

Bhagat Singh was one of the most influential revolutionaries of Indian independence movement

Features :

(i) Title of the page is "Freedom Fighters"

(ii) Background color of the page is "beige"

(iii) The color of the horizontal rule is Red.

(iv) The image inserted is "SBS.bmp"

(***Note :*** Leader Bhagat Singh's name in Hindi is a part of image)

3. (a) Mohini, a student of class X, received an email from an unknown sender saying "Congratulations! You have won a lottery of ₹ 1,00,00,000. Click the link below to provide your account information to claim your money". 2

Why should she not click such links? What should she do upon getting such unwanted emails?

(b) "Prepare Education Society" plans to start a new school in a rural area. Mr. David has been appointed as its IT Officer and is given the charge of setting and maintaining computer infrastructure in the school. Mr. David has the following concerns regarding the computer infrastructure set-up :

(i) The area where the new school is to be located has irregular power supply. 1

(ii) Care needs to be taken to safeguard the office infrastructure against any kind of stealing or physical damage. 1

(iii) The system should remain protected from malware (virus etc.), which may find its way from students' pen drives and from Internet. 1

Suggest suitable measures to overcome each of the above given concerns.

4. (a) Maninder is the Information Officer with a rural development centre in Jaipur (Rajasthan). Identify the IT tools/Operational skills/ Application packages required to perform the following functions, which he has to perform as part of his duty :

(i) To prepare text documents for the proposed schemes and implemented schemes for rural welfare in an Indian language and English. 1

(ii) To keep record of the financial data of the center. She also has to represent this data graphically. 1

(iii) To ensure easy restoration of data in case of data loss. 1

(b) To type text in an Indian language, you have to make certain language settings in your computer. After that you can easily type in an Indian script/लिपि using your normal keyboard. The INSCRIPT keyboard layout with Roman script keys and corresponding देवनागरी script keys is given below : 2

The above keyboard layout is very helpful in typing in Devnagari script that is used for languages such as Hindi, Marathi, Sanskrit. For example, to type सत्यमेव we have to press the keys **mld/esb**.

Mohan works for an Advertisement company and for an advertisement he has to type सत्यमेव जयते. Which keys should he press for this after making suitable settings ?

INFORMATION TECHNOLOGY (402)

CLASS X (NSQF)

TIME: 2 HOURS **Max. Marks: 50**

BLUEPRINT OF SAMPLE QUESTION PAPER

UNIT NO.	UNIT NAME	SECTION -A			SECTION - B	TOTAL
		MCQ / FILL IN THE BLANKS/ DIRECT QUESTIONS	VERY SHORT ANSWER QUESTION	SHORT ANSWER QUESTIONS	LONG/ ESSAY TYPE QUESTION	
		1 MARK EACH	2 MARKS EACH	3 MARKS EACH	5MARKS EACH	
I	Functional English(Intermediate)	2		2		4
II	Web Applications(Basics)	2	1		2	5
III	Word Processing (Intermediate)	3	2	2		7
IV	Spreadsheet(Intermediate)	1	1		1	3
V	Digital Presentation (Intermediate)	1	2	2		5
VI	E Mail Messaging (Intermediate)	3	1			4
VII	Data base development (Basics)			1	2	3
TOTAL QUESTIONS		12	7	7	5	31
NO. OF QUESTIONS TO BE ATTEMPTED BY A CANDIDATE		Any 10	Any 5	Any 5	Any3	23
TOTAL MARKS		10x1 = 10	5 x 2 = 10	5 x 3 = 15	3x 5 = 15	50 MARKS

1. **This question paper contains 31 questions out of which the candidate needs to attempt only 23 questions.**
2. Question paper will be divided into **two sections:**

(i) **SECTION A:**

- **Multiple Choice Questions/Fill in the blanks/Direct questions:** There will be 12 questions of 1 mark each. A candidate needs to attempt any **10** questions **(Marks10 x 1 = 10).**
- **Very short answer type questions:** There will be 7 questions of 2 marks each. A candidate needs to attempt any **5** questions. **(Marks5 x 2 = 10).**
- **Short answer type questions:** There will be 7 questions of 3 marks each. A candidate needs to attempt any **5** questions **(Marks5 x 3 = 15).**

(ii) **SECTION B:**

- **Long answer/ Essay type questions:** There will be 5 questions of **5** marks each. Students need to attempt any 3questions **(Marks 3x 5 = 15).**

Series JSR/NSQF

SET-4

Code No. 589

Roll No. 2 3 2 3 4 1 4

Candidates must write the Code on the title page of the answer-book.

- Please check that this question paper contains **5** printed pages.
- Code number given on the right hand side of the question paper should be written on the title page of the answer-book by the candidate.
- Please check that this question paper contains **10** questions.
- **Please write down the Serial Number of the question before attempting it.**
- 15 minute time has been allotted to read this question paper. The question paper will be distributed at 10.15 a.m. From 10.15 a.m. to 10.30 a.m., the students will read the question paper only and will not write any answer on the answer-book during this period.

SUMMATIVE ASSESSMENT - II

INFORMATION TECHNOLOGY

Time allowed : 1 hour

Maximum Marks : 30

Note : *This question paper includes questions on IT applications in domains such as Business, Education and Governance.*

P.T.O.

SECTION - A

1. Multiple Choice Questions : 6

(i) To write a formula in Spreadsheet tool, what symbol we need with ?

(a) # (b) = (c) $ (d) *

(ii) What could you do to add an absolute reference ?

(a) Add dollar signs around the cell

(b) Click F4

(c) Both (a) and (b)

(d) None of the above

(iii) To start a slideshow in Digital Presentation tools, we press _____ key on the keyboard.

(a) `F4` (b) `Ctrl+S` (c) `F5` (d) `Enter`

(iv) E-mail stands for :

(a) Electronic mail (b) Emergency mail

(c) Electric mail (d) None of the above

(v) Generally, when you receive an e-mail, it comes in which folder ?

(a) `Outbox` (b) `Inbox` (c) `SPAM` (d) `Drafts`

(vi) If you want to send an email to many friends without showing them all the email addresses, you will type all email addresses in :

(a) `To` (b) `Attachment to email`

(c) `CC` (d) `bCC`

SECTION - B

2. In a presentation software : 2

   (a) Which view is best suited, if you wish to delete multiple slides of a presentation ?

   (b) What you would do to select the same Font Settings and Slide background for all the slides ?

3. In a presentation software, what is the difference between Slide Transition and Custom Animation ? 2

4. Write one line for defining each of the following : 2

   (a) Firewall

   (b) SPAM

5. What is the difference between tags <UL> and <OL> in HTML ? Give an example of each. 2

6. Write the name of the software tool to perform the following operation : 2

   (a) To edit a Web Page

   (b) To view the content of a Web Page

SECTION - C

7. Write the type of addressing used in the following : 3

   (a) `=10*A1`

   (b) `=10*$A1`

   (c) `=10*$A$1`

8. Raveena is making a professional presentation for a newly launched product of her company. She wants to incorporate the following feature in her presentation. 3

(a) To add serial numbers in each slide.

(b) To add name of her company on top of each slide.

(c) To add the picture of the product on the second slide (the picture of product is stored on her computer)

Write the commands / features of presentation tool using which she can perform the above operations.

9. Write an HTML code to create the given table : 3

BOOK	PUBLISHER	CLASS
First Flight	NCERT	10
Informatics Practices	CBSE	12

SECTION - D

10. Write the Spreadsheet formula / expressions / functions to perform the operations given in (a) to (e) keeping in view of the following spreadsheet data : 5

	A	B	C	D	E	F	G
1	ROOM	RENT	STATUS	DURATION	AMOUNT	TAX	BILLAMOUNT
2	101	3000	OCCUPIED	3			
3	102	2500					
4	103	3000	OCCUPIED	5			
5	201	4000	OCCUPIED	7			
6	202	4000					
7	203	5500	OCCUPIED	2			
8							

(a) To calculate AMOUNT with the help of corresponding RENT and DURATION as RENT*DURATION to be written in E2.

(b) To calculate TAX as 10% of corresponding AMOUNT to be written in F2.

(c) To calculate BILLAMOUNT as total of corresponding AMOUNT and TAX to be written in G2.

(d) To find highest RENT from the column B to be written in B8.

(e) To count the number of rooms occupied from the column C to be written in C8.

INFORMATION TECHNOLOGY (402)

Sample Question Paper

Class X - 2018-19

Time: 2 Hours **Max. Marks: 50**

General Instructions:

1. *Question paper is divided into two sections: Section-A and Section- B.*
2. *Section–A:*
   - i. *Multiple choice question/Fill in the blanks/Direct Questions of 1 mark each. Answer any 10 questions out of the given 12 questions.*
   - ii. *Very Short Answer of 2 marks each. Answer any 5 questions from the given 7 questions.*
   - iii. *Short Answer of 3 marks each. Answer any 5 questions from the given 7 questions.*
3. *Section–B: Long/Essay type questions of 5 marks each. Answer any 3 questions from the given 5 questions.*
4. *All questions of a particular section must be attempted in the correct order.*
5. *Please check that this question paper contains 31 questions out of which 23 questions are to be attempted.*
6. *The maximum time allowed is 2 hrs.*

SECTION –A

Answer any 10 questions out of the given 12 questions:

1. What is kept on _____ table (1)
   a. an b. the c. of d. a
2. The chemist shop is right next ____ the hospital. (for, to). (1)
3. www stands for _____ (1)
   (a) Whole World Web
   (b) World Wide Web
   (c) World With Web
   (d) Web Web Web
4. _____ is designed to help users with auditory impairments. (1)
   (a) Filter Key
   (b) Toggle Keys
   (c) Sound Sentry
   (d) Serial Key
5. Default tab stop position is _____. (1)
6. _____ can be used to break continuous text to one or more sentences. (1)
7. _____ can be used for inserting information at the top of each page automatically. (1)

8. AutoSum option is available in _____ group under the Home tab. (1)
9. _____ are used for playing sound files while making a presentation. (1)
10. Selecting the _____ view shows calendar for a month. (1)
11. You can categorize appointments in time management software by giving specific _____ to appointments. (1)
12. A _____ creates a timeline of transactions that can be linked to a contact. (1)

Very Short Questions: (2 marks each).
Answer any 5 questions out of the given 7 questions:

13. Rohan's father told him that they need to attach a modem for internet connection on their computer. Explain the meaning and function of modem to Rohan. (2)
14. What are document templates? State the purpose of using document template. (2)
15. What are Clip arts? List any two websites that offer free clipart. (2)
16. Explain any three types of views available in Spreadsheet (2)
17. Explain the purpose of grouping objects in a Digital presentation. (2)
18. Differentiate between Animation and Transition in digital presentation. (2)
19. Pulkit has got a proposal for a meeting through Calendar. Suggest four types of responses that are available under calendar software. (2)

Short Questions: (3 marks each).
Answer any 5 questions out of the given 7 questions:

20. A stranger has helped your grandfather and you want to appreciate him for the help extended by him. Write any three lines to thank him. (3)
21. You have recently visited a hill station. Describe it using appropriate phrases. (3)
22. List any three word wrapping options available under Word Processing software. (3)
23. Write steps to insert shape in a word document. (3)
24. Yashika is preparing a Digital Presentation for her project. Give any three basic guidelines to be followed while making a digital Presentation. (3)
25. Ankush has to present monthly report of his department to his managing committee. Suggest him with appropriate tools to do the following in a digital presentation: (3)
    i. To show statistical data pictorially for analysis.
    ii. Two ways to insert movie in his presentation.
    iii. Which option he shall use to keep guided text used by presenter
26. Define the following terms
    a. Tuple b. Foreign Key c. DBMS (3)

SECTION –B

Long/Essay type questions (5 marks each).
Answer any 3 questions out of the given 5 questions:

27. Ananya uses Internet for her School Project. Suggest any five security measure to ensure safety from online threats. (5)

28. Explain the following terms : (5)
    i. Internet
    ii. LAN
    iii. Instant Messaging
    iv. Blog
    v. P2P Architecture

29. Create table BOOK (5)

BOOK ID	Char (4)
Bname	Varchar (15)
Author	Varchar (20)
Price	Decimal

a) Identify the primary key of the Book Table, also mention the suitable reason for choosing it as a Primary Key

b) Differentiate between
    i. char and varchar data type
    ii. DDL and DML

30. Write the SQL commands to answer the queries based on Fabric table (5)

FabricID	Fname	Type	Disc
F001	Shirt	Wollen	10
F002	Suit	Cotton	20
F003	Tunic	Cotton	10
F004	Jeans	Denim	5
F006	Shorts	Cotton	7

a) To insert the following record
("F005", "Kurta", "Wollen",5)
b) To display only those fabric whose disc is more than 10
c) To display those record whose type is "Wollen"
d) To modify the fabric shirt by increasing discount of 10
e) To delete the record of fabric F003 from table

31. Given the Following Spreadsheet, Write the appropriate Formula/ Expression/ Function to be used for (a) to (e) **(5)**

	A	B	C	D	E	F
1						
2	Departmental Store					
3	ProdCode	PNAME	QTY	PRICE	AMOUNT	
4	P101	BAT	55	1250		
5	P102	RACKET	40	700		
6	P103	BALL	65	150		
7	P104	GLOVES	50	300		
8		TOTAL				
9		AVERAGE				
10		MAXIMUM				

a) Write formula to calculate the Total Qty(C4:C7)) in cell C8

b) Write the feature used for arranging the Price from Highest to Lowest

c) To find the Product with Maximum Price to be written in Cell D10

d) To find the Average Qty to be written in cell C9

e) Write formula to calculate the Total Amount in cell E8

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Series JSR/NSQF

SET-4

Code No. 589

Roll No. | | | | | | | |

Candidates must write the Code on the title page of the answer-book.

- Please check that this question paper contains **5** printed pages.
- Code number given on the right hand side of the question paper should be written on the title page of the answer-book by the candidate.
- Please check that this question paper contains **10** questions.
- **Please write down the Serial Number of the question before attempting it.**
- 15 minute time has been allotted to read this question paper. The question paper will be distributed at 10.15 a.m. From 10.15 a.m. to 10.30 a.m., the students will read the question paper only and will not write any answer on the answer-book during this period.

SUMMATIVE ASSESSMENT - II

INFORMATION TECHNOLOGY

Time allowed : 1 hour

Maximum Marks : 30

Note : *This question paper includes questions on IT applications in domains such as Business, Education and Governance.*

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SECTION - A

1. **Multiple Choice Questions :** 6

(i) To write a formula in Spreadsheet tool, what symbol we need with ?

(a) 5 (b) a (c) 6 (d) B

(ii) What could you do to add an absolute reference ?

(a) Add dollar signs around the cell

(b) Click F4

(c) Both (a) and (b)

(d) None of the above

(iii) To start a slideshow in Digital Presentation tools, we press _____ key on the keyboard.

(a) pR (b) g C (c) pS (d) i

(iv) E-mail stands for :

(a) Electronic mail (b) Emergency mail

(c) Electric mail (d) None of the above

(v) Generally, when you receive an e-mail, it comes in which folder ?

(a) Y (b) a (c) ew (d) h

(vi) If you want to send an email to many friends without showing them all the email addresses, you will type all email addresses in :

(a) (b) e 2 2

(c) gg (d) gg

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SECTION - B

2. In a presentation software : 2

   (a) Which view is best suited, if you wish to delete multiple slides of a presentation ?

   (b) What you would do to select the same Font Settings and Slide background for all the slides ?

3. In a presentation software, what is the difference between Slide Transition and Custom Animation ? 2

4. Write one line for defining each of the following : 2

   (a) Firewall

   (b) SPAM

5. What is the difference between tags <UL> and <OL> in HTML ? Give an example of each. 2

6. Write the name of the software tool to perform the following operation : 2

   (a) To edit a Web Page

   (b) To view the content of a Web Page

SECTION - C

7. Write the type of addressing used in the following : 3

   (a) `aIHBeI`

   (b) `aIHB6eI`

   (c) `aIHB6e6I`

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8. Raveena is making a professional presentation for a newly launched product of her company. She wants to incorporate the following feature in her presentation. 3

(a) To add serial numbers in each slide.

(b) To add name of her company on top of each slide.

(c) To add the picture of the product on the second slide (the picture of product is stored on her computer)

Write the commands / features of presentation tool using which she can perform the above operations.

9. Write an HTML code to create the given table : 3

BOOK	PUBLISHER	CLASS
First Flight	NCERT	10
Informatics Practices	CBSE	12

SECTION - D

10. Write the Spreadsheet formula / expressions / functions to perform the operations given in (a) to (e) keeping in view of the following spreadsheet data : 5

	A	B	C	D	E	F	G
1	ROOM	RENT	STATUS	DURATION	AMOUNT	TAX	BILLAMOUNT
2	101	3000	OCCUPIED	3			
3	102	2500					
4	103	3000	OCCUPIED	5			
5	201	4000	OCCUPIED	7			
6	202	4000					
7	203	5500	OCCUPIED	2			
8							

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(a) To calculate AMOUNT with the help of corresponding RENT and DURATION as RENT*DURATION to be written in E2.

(b) To calculate TAX as 10% of corresponding AMOUNT to be written in F2.

(c) To calculate BILLAMOUNT as total of corresponding AMOUNT and TAX to be written in G2.

(d) To find highest RENT from the column B to be written in B8.

(e) To count the number of rooms occupied from the column C to be written in C8.

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