SAMPLE PAPER 05

IT 402 Class - 10

(Based on the latest CBSE Sample Paper)

Term- 1

Max. Time: 60 Minutes (1 Hour.) **Max. Marks: 25**

GENERAL INSTRUCTIONS

* Please read the instructions carefully
* This Question Paper is divided into 03 sections, viz., Section A, Section B and Section C.
* Section A is of 05 marks and has 06 questions on Employability Skills.
* Section B is of 15 marks and has 20 questions on Subject Specific Skills.
* Section C is of 05 marks and has 07 competency-based questions.
* Do as per the instructions given in the respective sections.
* Marks allotted are mentioned against each section.
* All questions must be attempted in the correct order.

SECTION-A

Employability Skills

Answer any 5 questions out of the given 6 questions

(1 x 5 = 5 marks)

1. ..... communication is used to record information for evidence or reference purpose.

   a. Verbal ☐ b. Non-verbal ☐

   c. Written ☐ d. Visual ☐

2. A tourist in a foreign country is likely to face ..... barrier in communication.

   a. linguistic ☐ b. cultural ☐

   c. organizational ☐ d. both a and b ☐

3. ..... aids in stress management.

   a. Exercising ☐ b. Vacation ☐

   c. Eating ☐ d. both a and b ☐

4. ..... is a type of stress which keeps us motivated towards our goals and excites us.

   a. Distress ☐ b. Eustress ☐

   c. Neustress ☐ d. None of these ☐

5. ..... is not a hardware.

   a. RAM ☐ b. McAfee ☐

   c. Keyboard ☐ d. Monitor ☐

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6. The devices that let you enter data or instructions in a computer are known as ..... .

a. output devices ☐ b. storage devices ☐

c. input devices ☐ d. light emitting diode ☐

SECTION-B

Knowledge Based Questions

Answer any 15 questions out of the given 20 questions

(1 x 15 = 15 marks)

1. In the Type page of the Picture dialog box, select the ..... option to toggle between percentage and actual dimension

a. Relative ☐ b. Absolute ☐

c. Resize ☐ d. Dimension ☐

2. Which message will be seen when another user is trying to save the shared document and resolve conflicts?

a. the shared spreadsheet file is in use by another author ☐

b. the shared spreadsheet file is locked due to a merge-in in progress ☐

c. the shared spreadsheet file is unlocked due to a merge-in in progress ☐

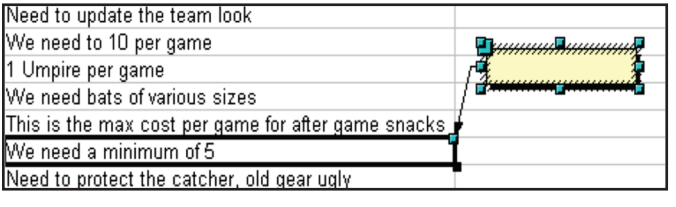
d. the shared spreadsheet file is not available to use ☐

3. In OpenOffice.org when we right click on any drawing object, a ..... menu appears on the screen.

a. Pop-up Menu ☐ b. Shortcut Menu ☐

c. Context Menu ☐ d. All of the above ☐

4. What does this yellow rectangle indicate?



a. Insert→link ☐ b. Insert→button ☐

c. Insert→form control ☐ d. Insert→comment ☐

5. Duplicate values can be entered in primary key.

a. True ☐ b. False ☐

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6. Which of the following is not used for positioning an image?

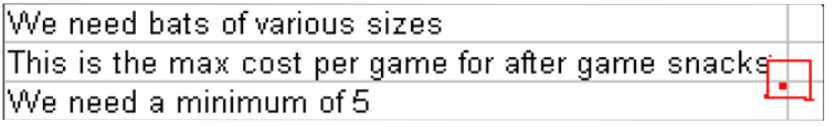
a. Arrange ☐ b. Alignment ☐

c. Wrap ☐ d. Caption ☐

7. What does the red dot indicate in the figure given below?

a. cell containing a comment ☐ b. cell containing a link ☐

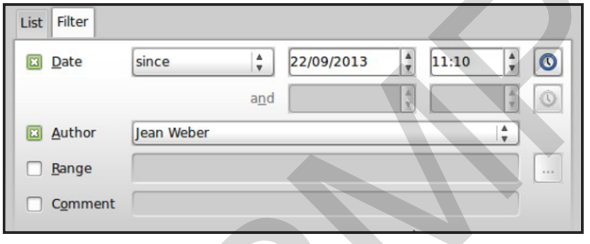
c. cell containing a reference ☐ d. cell containing a constraint ☐



8. For a scaled resizing, both values should be identical-True or False?

a. True ☐ b. False ☐

9. Name the dialog box shown below:



a. Define Database Range ☐ b. Accept or Reject Changes ☐

c. Setting up the Hyperlink ☐ d. Comment Box ☐

10. Char is a ..... length data type and varchar is a ..... length data type.

a. Fixed, Variable ☐ b. Variable, Fixed ☐

c. Variable, Variable ☐ d. Fixed, Fixed ☐

11. Alignment refers to vertical or horizontal placement of graphic in relation to the chosen anchor point.

a. True ☐ b. False ☐

12. What is the shortcut key to open the Function Wizard in Open Office Calc?

a. Ctrl+F1 ☐ b. Ctrl+F2 ☐

c. Ctrl+F3 ☐ d. Ctrl+F4 ☐

13. Reference point for an image can be:

a. page ☐ b. frame where the object is ☐

c. a paragraph or character ☐ d. All of the above ☐

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14. Which of the following acts as an interface to view, enter and change data in database?

a. Report ☐ b. Table ☐

c. Query ☐ d. Form ☐

15. Four resizing handles(other than the corner handles) resize image only in one dimension.(T/F)

a. True ☐ b. False ☐

16. Spreadsheet software allows the user to share the workbook.(T/F)

a. True ☐ b. False ☐

17. Which of the following is to be created first?

a. Report ☐ b. Query ☐

c. Form ☐ d. Table ☐

18. ..... menu contains the option to group drawing object in Writer.

a. Edit ☐ b. View ☐

c. Insert ☐ d. Format ☐

19. What are the operation we can do on the shared documents?

a. View the changes ☐ b. Accept/Reject Changes ☐

c. Edit the sheet ☐ d. All of the above ☐

20. Which of the following field is invalid for storing information of "Library" Table?

a. Cost ☐ b. Booknumber ☐

c. Authorname ☐ d. Dateofbirth ☐

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SECTION-C

Competency Based Questions

Answer any 5 questions out of the given 6 questions

(1 x 5 = 5 marks)

1. While working with the Options section of Consolidate dialog, Alok's boss asked him to select Link to source data. Help Alok to know what will this 'Link to source data' do?

   a. This specifies how the values of the consolidation ranges will be calculated ☐

   b. Any values modified in the source range are automatically updated in the target range ☐

   c. You will be working with the same data over and over ☐

   d. The selected range is added to the Consolidation ranges list ☐

2. Ramesh wishes to automatically outline sections in a worksheet and display a sum total for each section. He keeps clicking on the button highlighted in blue [Σ =], but this is not giving the desired result. What is he doing wrong?

   a. He didn't select the cell ranges to outline before trying to AutoSum them ☐

   b. He needs to create an Outline using the Group and outline menu, and then use the AutoSum function ☐

   c. He needs to use the Subtotal function in the Data menu, not the AutoSum function ☐

   d. He needs to use the Consolidate function in the Data menu, not the AutoSum function ☐

3. Rakesh Co. Ltd. is organizing its annual meeting, for which they are required to send the invitation letters to their clients. Which feature of OpenOffice Writer can be used to email multiple letters with the corresponding address labels?

   a. Templates ☐ b. Mail Merge ☐

   c. Table of Contents ☐ d. Add-Ins ☐

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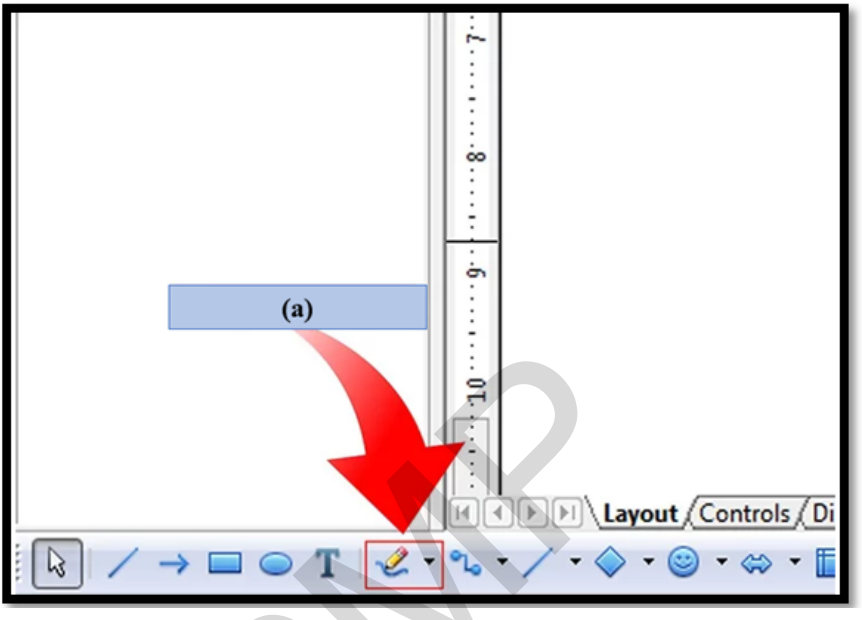
4. Sneha is working on a Mathematical project where she is required to draw paths with smooth and curved line segments. Her teacher recommended her to use the tool indicated with an arrow in the figure below. Please help her know the name of the tool.



a. Curves and lines ☐ b. Polygons and Curves ☐

c. Curves and Polygons ☐ d. Polygons and lines ☐

5. Rajan wants to store photos, music files, etc., in his database. His friend asked him to use Binary data types which are useful in this matter.Referring to the given image, help him know the different binary data types which will be there at (a), (b) and (c).

Name	Data type	Description
(a)	Image	Stores any array of bytes (images, sounds, etc.). No validation required.
(b)	Binary (fix)	Stores any array of bytes. No validation required.
(c)	Binary	Stores any array of bytes. No validation required.

a. (i) VARBINARY, (ii) LONGBINARY, (iii) BINARY ☐

b. (i) LONGVARBINARY, (ii) BINARY, (iii) VARBINARY ☐

c. (i) LONGVARBINARY, (ii) ARRAY, (iii) VARBINARY ☐

d. (i) VARBINARY, (ii) BINARY, (iii) VARBINARY ☐

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6. A database table named 'Salary' that stores employee_id, employee_name, designation and salary has 115 records. What is the Degree of the table?

a. 4 ☐ b. 115 ☐

c. 1 ☐ d. 0 ☐

Answer (Sample Paper-5)

Section-A

1. (c) 2. (d) 3. (d) 4. (b) 5. (b) 6. (c)

Section-B

1. (a) 2. (b) 3. (d) 4. (d) 5. (b) 6. (d) 7. (a) 8. (a) 9. (b)
10. (a) 11. (a) 12. (b) 13. (d) 14. (d) 15. (b) 16. (a) 17. (d) 18. (d)
19. (d) 20. (d)

Section-C

1. (b) 2. (c) 3. (b) 4. (c) 5. (b) 6. (a)

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