

**CLASS – 10 IT : MARKING SCHEME SAMPLE PAPER – 1****SECTION-A : OBJECTIVE TYPE QUESTIONS**

- Ans.1.** (i) (a) natural resources (ii) (b) de-stressing  
 (iii) (b) Viruses (iv) (c) Icons  
 (v) (b) Eustress (vi) (a) Self-motivation
- Ans.2.** (i) (c) Open office writer (ii) (c) taskbar  
 (iii) (d) Operating System (iv) (b) in  
 (v) (b) auditory (vi) (c) Internet Service Provider
- Ans.3.** (i) (c) Assistive technology (ii) (b) Cell  
 (iii) (d) All of these (iv) (b) Graph  
 (v) (d) Templates (vi) (c) Insert
- Ans.4.** (i) (c) Report (ii) (a) .ODS  
 (iii) (d) Two (vi) (a) Tables  
 (v) (b) IRCTC (vi) (a) Tools
- Ans.5.** (i) (d) All of the above (ii) (b) Field  
 (iii) (a) Merge Cells (iv) (a) Shift  
 (v) (b) Duplicate values  
 (vi) (d) Both (a) and (b)

**SECTION-B : SUBJECTIVE TYPE QUESTIONS**

- Ans.6.** 1. Determined  
 2. Confident
- Ans.7.** A file is a named collection of information stored on a computer and can be a text document, an image, a video, or any other type of digital content. A folder, a directory, is a container for files and other folders to organize and manage digital content on a computer.
- Ans.8.** The word modem is derived from its function modulator/demodulator. Modem is a device that converts digital computer signals into analog signals that can travel over telephone lines. It also reconverts the analog signal to digital signals at the receiving end.
- Ans.9.** A blog can be used to convey messages about personal events, worldwide happenings, announcements, news, reviews etc. The topic of the blog can be anything from personal to professional. A blogger can frequently update information related to his or her interest or



activities, express his ideas or opinions or share his knowledge by writing articles on specific topics.

- Ans.10.** The performance of a computer can be increased by removing any extra files such as temporary files and images. We can use some disk cleaner software, which helps us clean up the unnecessary files.
- Ans.11.** A template is a model document that is used to create other documents. All documents in LibreOffice are based on templates. If you do not specify a template when you start a new document, by default blank template is used.
- Ans.12.** (1) Data Definition Language (DDL) is a language that enables a user to create, modify and work with the structure of the database. For, *eg.*, CREATE TABLE.  
(2) Data Manipulation Language (DML) is a language that enables a user to access or manipulate data in a database. The DML commands help users to query and manipulate data in the existing database. For, *eg.*, SELECT.
- Ans.13.** The character formatting options are –  
(1) **Font** – To change the font of the Character selected we can use this formatting option.  
(2) **Size of the text** – The size of the text can be increased or decreased as per the requirement.  
(3) **Bold** – The Bold option can be applied to emphasize/highlight the selected character.
- Ans.14.** Data consolidation is a feature that allows you to collect data from different worksheets to one single sheet in the same workbook. This feature also allows the user to perform operations like sum, average, max, min, product, etc on the data to be consolidated.
- Ans.15.** Grouping means to group multiple objects together to be treated as a single unit. Thus, grouping allows us to perform various operations like increasing or decreasing the size, changing the position of the grouped objects all at once.
- Ans.16.** (i) Peer to Peer (P2P) architecture Network in which all the computers have an equal status is called peer to peer network. Generally, in such a network, each terminal has an equally competent CPU.  
(ii) **DBMS** – Database Management System is a computerized record keeping system that enables to create, store, modify, and extract information from a database.  
(iii) **Primary Key** – A primary key is a unique value that identifies a row in a table. A primary key is indexed in the database making it faster for the database to search for a record.  
(iv) **Foreign Key** – The foreign key identifies a column or set of columns in one table that refers to a column in another table. In other words, we can say that the primary key field of one table is also often present in second table and so it becomes foreign key of the main table.
- Ans.17.** The following types of Styles are supported by Writer–  
(1) **Page Styles** – This includes margins, headers and footers, borders and backgrounds.  
(2) **Paragraph Styles** – This controls the total appearance of the paragraph such as text alignment, tabs, line spacing, borders and even character formatting.



(3) **Character Styles** – This affects only the selected text within a paragraph, font and size of the text, or Bold, Italic and Underline formats.

(4) **Frames Styles** – These are used to format the frames around the graphics or text, it also includes wrapping text, borders, backgrounds and columns.

**Ans.18.** (a) CREATE TABLE, WORKER (WID INTEGER, WNAME VARCHAR (20), WDESIGNATION CHAR (10), WCITY VARCHAR (30), WPHONE CHAR (10));

(b) SELECT \* FROM WORKER;

(c) SELECT \* FROM WORKER WHERE WCITY="DELHI";

(d) **Primary Key** – A primary key is a unique value that identifies a row in a table. A primary key is indexed in the database making it faster for the database to search for a record. The primary key constraint can be applied on one or more than one columns together.

**Ans.19.** The following precautions must be taken to improve online security–

**(1) Keeping your Username and Password Private**

Never save your username or password on your devices which are used in shared environment such as cyber cafe, offices, labs etc. Browsers can also save your personal data on the local computer that can be used by another person using the same computer.

**(2) Registering with Website**

Always read the privacy statement of policy whenever you register with outside, the statement of policy will include information about how the website use personal data.

**(3) Do not Share Personal Information**

Some websites require you to fill out forms containing field such as name, gender, age, email ID School, college, company, etc. Be cautious while filling out such forms the search and verify if it is a trustable website as your information could be used by unauthorised users.

**(4) Secured Transactions**

If you to do online shopping for transactions, website stores even your credit card or net banking details as well as your personal information your credit card number, account details, etc. This information can be tracked and used by unauthorised user known as hackers may misuse this information.

**Ans.20.** (a) =Sum(B3:E3)

(b) Sort

(c) =MAX(B5:E5)

(d) =AVERAGE(B3:B6)

(e) =C5-C4

**Ans.21.** Follow the given steps for creating a table in LibreOffice–

- Position the insertion point where you want the table to appear.
- Choose Table > Insert Table option. This will display the Insert Table dialogue box.
- Enter the number of rows and columns for the table in the Number of Columns and the Number of Rows boxes.
- Click on Insert, the table will be created with the columns and rows specified.