DAV PUBLIC SCHOOL MCL, KALINGA AREA

SAMPLE PAPER -3

INFORMATION TECHNOOGY (402)

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

General Instructions:

1. Please read the instructions carefully.

2. This Question Paper consists of 21 questions in two sections: Section A & Section B.

3. Section A has Objective type questions whereas Section B contains Subjective type questions.

4. Out of the given (5 + 16 =) 21 questions, a candidate has to answer (5 + 10 =) 15 questions inthe allotted (maximum) time of 2 hours.

5. All questions of a particular section must be attempted in the correct order.

6. SECTION A - OBJECTIVE TYPE QUESTIONS (24 MARKS):

i. This section has 05 questions.

ii. Marks allotted are mentioned against each question/part.

iii. There is no negative marking.

iv. Do as per the instructions given.

7. SECTION B – SUBJECTIVE TYPE QUESTIONS (26 MARKS):

i. This section has 16 questions.

ii. A candidate has to do 10 questions.

iii. Do as per the instructions given.

iv. Marks allotted are mentioned against each question/part.

SECTION A: OBJECTIVE TYPE QUESTIONS

Q.1	Answer any 4 out of given 6 questions on Employability Skills (1*4=4 Marks)	Google Form Question number	Marks
(i)	Which of the following trap small children into inappropriate relations? (a) Online predators (b) Worm (c) Trojan Horse (d) Antivirus	1	1
(ii)	Shiv has to perform his best in the next cricket match so that he gets a chance to play for his school at the National level cricket tournament. He is anxious (worried or stressed). What he should do? (a) He should panic. (b) He should miss his sleep. (c) He should start worrying about it. (d) He should go to the field and practise.	2	1
(iii)	Radha gets up early morning and studies for her classes. Then she comes home , goes for her dance class and finishes her home-work before going to school. She does this all by herself. No one tells her to do it. This is which type of motivation? (a) Extrinsic motivation (b) Intrinsic motivation (c) Trait motivation (d) State motivation	3	1
(iv)	The owner of XYZ clothing wants to communicate to large number of people that 'XYZ Clothing will remain closed for customers on Sunday.'. Suggest him some effective way so that the same message may reach out to maximum number of people. (a) E-mail (b) Notices/ Poster (c) Meetings (d) Phone	4	1
(v)	Priyanka decides to sell her company tyres in Lucknow. It does not sell and she has a loss. She apologies to the people who work for her. She says she will plan better next time. She_____ (a) Takes responsibility for your mistakes (b) Thinks before making decision (c) Does not give up.	5	1

	(d) Is creative.			
(vi)	One initiative was taken by Ministry of Railways in Varanasi and Raibareilly where they introduced clay pots 'Kulhads' to replace plastic and paper cups and to bring back taste of tradition. The major advantages gained by using 'Kulhads' are to 1. reduce cutting of tree for making paper cups. 2. job creation for potters, which contributes to economy. 3. reduce plastic waste. 4. wastage of soil and effort in making it. Which out of the following is true? (a) 1, 2 & 4 (b) 1,2 & 3 (c) 3 & 4 (d) 4	6	1

Q.2	Answer any 5 out of the given 6 questions (1*5= 5marks)		

(i)	Which of the following is not a component of Office Suite?
	    (a) Writer
	    (b) Impress
	    (c) Internet Explorer
	    (d) Base
		7	1

(ii)	Which of the following enables us to send the same letter to different persons?
	    (a) Macros
	    (b) Template
	    (c) Mail Merge
	    (d) None of the above.
		8	1

(iii)	A pamphlet on Cyber Awareness has to be designed. Which out of the following Office Suite component be chosen to accomplish this task:
	    (a) Spreadsheet
	    (b) Digital Documentation
	    (c) Database Management
	    (d) Mail Merge
		9	1

(iv)	Which out of the following is not a component of Graphic filter?
	    (a) Invert
	    (b) Smooth
	    (c) Sharpen
	    (d) Wrapping
		10	1

(v)	Which of the following is the symbol of Non-Printing Characters icon on standard Toolbar:
	    (a) ¥
	    (b) £
	    (c) ¶
	    (d) §
		11	1

(vi)	While using mail merge which out of the following is not a valid database type in Database Wizard
	    (a) MySQL
	    (b) Spreadsheet
	    (c) Drawing
	    (d) ODBC
		12	1

Q.3	Answer any 5 out of given 6 questions(1*5=5Marks)		

(i)	The data is entered in_____ form, by default, in Calc:
	    (a) Forms
	    (b) Queries
	    (c) Macro
	    (d) Table
		13	1

(ii)	Shared workbooks don't allow :
	    (a) Merging Cells
	    (b) Conditional formatting
	    (c) Inserting pictures/graphs/etc.
	    (d) All of the above
	    (e) None of the above
		14	1

(iii)	Rohan has created 12 worksheets, in a single workbook, for each month for the sale of medicines. To check the sale of entire year, he needs to prepare a single worksheet. Which out of the following feature will be helpful for him:
	    (a) Goal Seek
	    (b) Consolidate
	    (c) Solver
	    (d) Macro
		15	1

(iv)	In OpenOffice Calc, _____option under Tools menu, is the more elaborate form of Goal Seek.
	    (a) Subtotals
	    (b) Link Data
	    (c) Solver
	    (d) None of these
		16	1

(v)	In OpenOffice Calc , _____, adds data arranged in an array i.e, a group of cells with labels for columns/rows. (a) Range	17	1

	(b) Mail Merge (c) Subtotals (d) Scenario		
(vi)	Richard wants to calculate how much the investment capital C would be required in order to attain an annual return of $15,000, when the interest rate is 7.5%. Which feature of OpenOffice calc will him to achieve this. (a) Shared Spreadsheet (b) Goal Seek (c) Subtotals (d) Macro	18	1

Q.4	Answer any 5 out of given 6 questions (1*5= 5 marks)		
(i)	When primary key constraint is applied to one or more columns then it is known as: (a) Primary Key (b) Composite Primary Key (c) Foreign Key (d) None of the above	19	1
(ii)	_____data types in a database can be used for storing photos, music files etc. (a) Binary data type (b) Varchar datatype (c) Integer datatype (d) Boolean datatype	20	1
(iii)	Arvind wants to modify records in a database. Which statement should he use? (a) Order By (b) Update (c) Change (d) Select	21	1
(iv)	_____ if set yes then field will get the auto numeric value: (a) Default value (b) Required (c) AutoValue (d) Both (a) & (c)	22	1
(v)	In database, a_____ helps to display the data in a summarized manner. (a) Query (b) Report (c) Table (d) Subform	23	1
(vi)	There are _____types of relationships in a table, in a database. (a) 2	24	1

	(b) 3 (c) 4 (d) 5		

Q.5	Any 5 out of the given 6 questions(1*5=5 marks)		

(i)	_____generates visual warnings , such as blinking of title bar or a flashing border, whenever the computer generates sound.
	    (a) SoundSentry
	    (b) Toggle Key
	    (c) Filter Key
	    (d) Sticky Key
		25	1

(ii)	A _____ is a software used to view websites and acts as an interface between the user and the World Wide Web.
	    (a) ODBC
	    (b) BSNL
	    (c) Web Browser
	    (d) MODEM
		26	1

(iii)	While using internet, Programs such as _____can be installed on Computer to track and transmit every key that is pressed on a keyboard(keystrokes) to unauthorized users:
	    (a) Web Browser
	    (b) Anti-virus
	    (c) Cookies
	    (d) Keylogger
		27	1

(iv)	_____ could be software or hardware and can assist in keeping a computer and a network secure. It also analyses the network traffic and determine if the traffic should be allowed or not.
	
	    (a) Firewall
	    (b) Wi-max
	    (c) WWW
	    (d) LAN
		28	1

(v)	WordPress is free web service that you can use to create a beautiful _____
	    (a) Form
	    (b) Website or blog
	    (c) Word Document
	    (d) Instant Messaging
		29	1

(vi)	In www.kvsangathan.nic.in, www stands for
	
	    (a) Web World Web
	    (b) World Wide Weblink
	    (c) Wide World Web
	    (d) World Wide Web
		30	1

SECTION B: SUBJECTIVE TYPE QUESTIONS

Answer any 3 out of the given 5 questions on EmployabilitySkills(2*3=6 marks) . Answer each question in 20-30 words.

Q.6	Draw any two common signs used for Visual Communication. Explain what each conveys and where did you see it?	31	2
Q.7	Differentiate between Interests and Abilities(strengths)?	32	2
Q.8	Explain how Trojan Horse virus works.	33	2
Q.9	What differences did you find between entrepreneurship and wage employment ?	34	2
Q.10	How can you become responsible Consumer for environment?	35	2

Answer any 4 out of the given 6 questions in 20-30 words each (2*4=8 marks)

Q.11	What do you understand by the term: a. Text Wrapping b. Anchoring	36	2
Q.12	In OpenOffice Calc, what is the purpose of adding comments? How can we add comments to the changes made?	37	2
Q.13	Differentiate between relative and absolute hyperlinks.	38	2
Q.14	How relationship can be established between two more tables in OpenOffice.org Base? Explain it.	39	2
Q.15	What are the basic safety rules to be followed at workplace?	40	2
Q.16	Mention the precautions that must be taken while doing online transactions?	41	2

Answer any 3 out of the given 5 questions in 50-80 words each(4*3=12 marks)

Q.17	(a) Explain Mail Merge with example. (b) Write the steps of doing mail merge. (c) What are its advantages.	42	1+2+1
Q.18	(a) What are Macros? (b) How can we record a macro? (c)How macros are useful to us?	43	1+2+1
Q.19	What is meant by Computer Accessibility? Name any 3 accessibility options and how it useful for especially abled people.	44	1+3

Q.20	File Edit View Insert Tools Window Help	45	2+1+1
	ID **Roll** **Name** **Eng** **Hindi** **Maths**		
	101 1 Shyam 50 60 70		
	102 2 Ram 60 70 80		
	103 3 Abdul 58 87 69		
	(a) Write a SQL query to create the table PT1. [2 Marks] (b) Write a query to insert new value to the table. [1 Mark] (c) Write a query to update the record of ID=102. [1 Mark]		
Q.21	Differentiate between: (a) DDL & DML commands with example. (b) Char & Varchar	46	2+2