

Roll No.

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SAHODAYA PREBOARD EXAMINATION – 2024-25**CLASS – X****INFORMATION TECHNOLOGY [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. Write down the Serial Number of the question in the left side of the margin before attempting it.
5. **Out of the given (05 + 16 =)21 questions, you have to answer (5 + 10 =)15 questions in the allotted (maximum) time of 2hours.**
6. All questions of a particular part/section must be attempted in the correct order.
7. **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.
8. **SECTION B – SUBJECTIVE TYPE QUESTIONS (26MARKS):**
 - i. This section has 16 questions in three parts
 - 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 of the given 6 questions (1 x 4 = 4 marks)	
i.	Which is disadvantage of Verbal Communication? a. It is an easy mode of communication in which you can exchange ideas b. To keep changing your interaction as per the other person's response c. Quick response d. Difficult to understand if the right words are not used	1
ii.	Ability of a person to do the things that need to be done without someone or something influencing us. a. Self-Motivation b. Self -Awareness c. Self-Discipline d. Self-Regulation	1
iii.	Rekha has prepared a timetable for studying daily so that she scores well in her exam. This skill is known as a. Self-awareness b. Self-regulation c. Time Management d. Adaptability	1
iv.	Which organization has adopted the Sustainable Development Goals. a. UNICEF b. League of Nations c. United Nations d. World Health Organization	1
v	Entrepreneurship has a crucial role in the _____ of the society. a. Evolution b. Planning c. Functioning d. None of these	1
vi	Choose the option which defines sustainable development. a. Taking care of future generations b. Taking care of only ourselves c. Taking care of ourselves and the future generations d. Well-being of all	1

Q. 2	Answer any 5 of the given 6 questions (1 x 5 = 5 marks)	
i	Which of the following can be used to access a style menu? a. F11 function key b. Sidebar Menu c. Formatting toolbar d. All of these	1
ii	Which of the following is an example for absolute cell referencing? a. C5 b. \$C\$5 c. \$C d. #C	1
iii	Workplace safety is essential in organization _____. a. to avoid the accident and injury b. to increase the productivity c. to improve the work environment d. All of the above	1

iv	In Drawing Object Properties toolbar, grouping options provided are _____. a. Exit Group b. Ungroup c. Enter Group d. All of these	1
v	The details associated with an entity are called _____. a. Table b. Attributes c. Records d. Primary key	1
vi	Which of the following is NOT true about Table of Contents, Index or Bibliography dialog box? a. It has four tabs b. On the Type tab, by default, the checkbox for Protected against Manual Changes option will be selected. c. The Styles tab contains options to change the background colour. d. None of the above	1

Q. 3	Answer any 5 of the given 6 questions (1 x 5 = 5 marks)	
i	Which tool is used to predict the output while changing the input? a. Consolidate function b. What-if scenario c. Goal seek d. Find and Replace	1
ii	Which of the following is required to set a relationship between the two tables? a. Both the tables must be in different databases b. Both the tables must have a common field c. Both the tables must have the same name d. Both tables must be stored in documents folder only.	1
iii	Which of the following feature is not used for data analysis in spreadsheet? a. Consolidating data b. Goal Seek c. Subtotal d. Page layout	1
iv	_____ refers to first response to an illness or injury before the actual medical aid arrives. a. Treatment b. First aid c. Cleaning of wound d. CPR	1
v	Identify which of the following is a programming Language? a. Calc b. BASIC c. Writer d. Macro	1
vi	Which of the following is NOT true about templates? a. The styles and formatting features can be reused. b. LibreOffice provides online templates c. We cannot create our own templates. d. None of the above.	1

Q. 4	Answer any 5 of the given 6 questions (1 x 5 = 5 marks)	
i	Which of the following is NOT true about queries? a. It can be created using multiple tables b. Multiple queries can be created in a database c. A query can run multiple times d. A query once created cannot be edited	1
ii	Statement 1: The data from the consolidation ranges and target range are saved when you save the worksheet. Statement 2: If you later open a worksheet in which consolidation has been defined will not be available again. Consider a wave of two statements identify the correct one a. Statement 1 is wrong b. Statement 2 is wrong c. Both the statements are wrong d. Both these statements are correct	1
iii	Which of the following key identifies a column or set of columns in one referencing table that refers to a column or set of columns in another referenced table? a. Foreign Key b. Candidate Key c. Alternate Key d. Primary Key	1
iv	Which of the following is not true about forms? a. It is the front end for data entry b. It can contain only text fields c. Graphics can be inserted on the form d. The labels in the form can be edited	1
v	The text or image which appears faintly in the background of a page is called _____. a. Water mark b. Copyright c. Trade mark d. Embossing	1
vi	_____ is a primary key made up of two or more columns called? a. Composite Primary Key b. Alternate Primary Key c. Foreign Primary Key d. Reference Primary Key	1

Q. 5	Answer any 5 of the given 6 questions (1 x 5 = 5 marks)	
i	Which practice minimizes ergonomic risks in the workplace? a. Increasing screen brightness b. Using an adjustable chair c. Fixing a rigid seating position d. Avoiding desk breaks	1
ii	_____ analysis tool works in reverse order, finding input based on the output. a. Consolidate function b. Goal seek c. What-if analysis d. Scenario	1
iii	Which kind of hazards can occur in IT industry.	1

	a. Biological b. Chemical c. Physical d. Ergonomics	
iv	What is style template in LibreOffice Writer? a. Pre-determined form and mode of document file b. One kind of model style c. One type of document d. Cluster of documents in Writer	1
v	If a record is added in a master table, which of the following is NOT true for transaction table a. The record in the master table is called the master b. The corresponding record in transaction table can only be entered once. c. The record in the transaction table is called the transaction record. d. It is possible to add a record in the master table	1
vi	Unfortunate incident that occurs unintentionally causing hazardous result or injury or unwanted results is called _____ a. Emergency b. Hazard c. Accident d. None of the above	1

SECTION B: SUBJECTIVE TYPE QUESTIONS

Answer any 3 out of the given 5 questions on Employability Skills (2 x 3 = 6 marks) Answer each question in 20 – 30 words.

Q. 6	Write the importance of feedback?	2
Q. 7	What is the special quality of self-motivated individuals?	2
Q. 8	How can you increase the performance of a computer?	2
Q. 9	Write any two qualities of a good entrepreneur?	2
Q. 10	Explain the importance of education towards sustainable development	2

Answer any 4 of the given 6 questions in 20 – 30 words each (2 x 4 = 8 marks)

Q. 11	Write the benefits of using styles in digital documentation?	2
Q. 12	Differentiate between Relative and Absolute Hyperlink.	2
Q. 13	What are spreadsheet macros?	2
Q. 14	Describe referential Integrity.	2
Q. 15	List and explain any two common safety hazards in a workplace	2
Q. 16	What causes eye strain and how to avoid it?	2

Answer any 3 of the given 5 questions in 50– 80 words each (4 x 3 = 12 marks)

<p>Q. 17</p>	<p>Harsh has recently started studying some advanced features of word processors. Help him understand the features better by writing in brief about:</p> <ul style="list-style-type: none"> i. Styles ii. Templates iii. TOC iv. Anchoring 	<p>4</p>																								
<p>Q. 18</p>	<p>Sujata has recently started a business and wants to use digital tools to analyse data properly. Help her by explaining about the following spreadsheet tools.</p> <ul style="list-style-type: none"> i. Goal seek ii. Consolidate iii. Scenarios iv. Subtotals 	<p>4</p>																								
<p>Q. 19</p>	<p>Differentiate between:</p> <ul style="list-style-type: none"> i. Primary key and foreign key ii. Forms and Reports 	<p>4</p>																								
<p>Q. 20</p>	<p>Write any four Fire prevention Safety rule in workplace.</p>	<p>4</p>																								
<p>Q. 21</p>	<table border="1" data-bbox="244 1111 1369 1500"> <thead> <tr> <th>Book_Id</th> <th>Book Name</th> <th>Author Name</th> <th>Price</th> <th>Publisher</th> <th>ISBN</th> </tr> </thead> <tbody> <tr> <td>C001</td> <td>CORE JAVA</td> <td>Jane Austen</td> <td>750</td> <td>ABC</td> <td>97822562</td> </tr> <tr> <td>I004</td> <td>INTRODUCTION TO PYTHON</td> <td>E. Shane</td> <td>950</td> <td>ABC</td> <td>97822568</td> </tr> <tr> <td>E005</td> <td>ORACLE</td> <td>MHA Diwaan</td> <td>1500</td> <td>HYM</td> <td>97822569</td> </tr> </tbody> </table> <ul style="list-style-type: none"> a. Name the attributes in the given table. b. Which field should be made the primary key? c. What should be the data type of the field Book_Id? d. Name all the Candidate Key fields in the above table. 	Book_Id	Book Name	Author Name	Price	Publisher	ISBN	C001	CORE JAVA	Jane Austen	750	ABC	97822562	I004	INTRODUCTION TO PYTHON	E. Shane	950	ABC	97822568	E005	ORACLE	MHA Diwaan	1500	HYM	97822569	<p>4</p>
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E005	ORACLE	MHA Diwaan	1500	HYM	97822569																					
<p>For Visually Impaired Students</p>																										
<p>Q. 21</p>	<p>Define the following:</p> <ul style="list-style-type: none"> a. Attribute b. Entity c. One-One relationship d. Relational Data model 	<p>4</p>																								