



BK BIRLA CENTRE FOR EDUCATION
SARALA BIRLA GROUP OF SCHOOLS
SENIOR SECONDARY CO-ED DAY CUM BOYS' RESIDENTIAL SCHOOL
PRE-BOARD III EXAMINATION 2024-25
INFORMATION TECHNOLOGY (402)



Class: X
Date: 09.01.2025
Adm No:

Duration: 2 hrs.
Max Marks: 50
Roll No. :

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 in the 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 the given 6 questions on Employability Skills.

(4 x 1 = 4)

- (i) Anita is leading a team meeting to discuss a new project. While she ensures clarity in her instructions and uses positive body language, some team members face difficulty understanding her due to differences in language and terminology. Which of the following is an example of a barrier to effective communication ?
- (a) Active listening (b) Providing clear instructions
(c) Language barriers (d) Using appropriate body language
- (ii) Monika gets up at 6:10 am and goes for her hobby classes. Then, she comes back home and finishes her homework before going to school. She does all work by herself. No one tells her to do so. This is called
- (a) Self-awareness (b) Self-motivation
(c) Self-regulation (d) Discipline
- (iii) In, we change from our normal activities to silence.
- (a) Meditation (b) Stress
(c) Worries (d) Survival
- (iv) Anil works in a company that manages sensitive data. To protect the network, he installs a device that monitors and controls incoming and outgoing traffic, blocking access to

unwanted sites. A is a network security device that monitors incoming and outgoing network. It restricts access to unwanted sites.

- (a) Firewall (b) Anti-virus (c) Block sites (d) None of these
- (v) John notices that the cost of raw materials is lower in a different supplier's location compared to his current supplier. He decides to switch to the new supplier to save money. Which function that the entrepreneur is doing ?
- (a) Makes decisions (b) Divide income (c) Takes risk (d) Innovation
- (vi) Riya is studying green skills and learns they help reduce greenhouse gas emissions, preserve biodiversity and conserve habitats. However, they aim to minimize non-renewable resource use. Which of the following is not an environmental benefit of green skills ?
- (a) Reduction in greenhouse gas emissions
(b) Preservation of biodiversity
(c) Increased use of non-renewable resources
(d) Conservation of natural habitats

Q.(2) Answer any 5 out of the given 6 questions.

(5 x 1 = 5)

- (i) By drawing any handle you can increase or decrease the of the image diagonally.
- (a) Corner, Size (b) Side, Quality (c) Top, Depth (d) Corner, Quality
- (ii) Which of the following is the shortcut key to open the Template dialog box ?
- (a) Ctrl + Alt + N (b) Ctrl + Shift + N (c) Ctrl + Alt + T (d) Shift + Alt + T
- (iii) Which shortcut key is used to make the selected text Italic in Writer ?
- (a) Ctrl + I (b) Shift + I
(c) F1 + I (d) None of these
- (iv) Template is a document based on which one can create a new document.
- (a) Blueprint (b) Printed (c) Suggested (d) Copied
- (v) Which of the following is not a style type in Writer ?
- (a) Frame style (b) Image style (c) List style (d) Character style
- (vi) Prashant is a writer. He has just completed writing his book using Writer software. Now, he wants to add a page which will contain the title of each chapter and its respective page number. Suggest the feature that can be used to do this task.
- (a) Mail Merge (b) Templates (c) Styles (d) Table of contents

Q.(3) Answer any 5 out of the given 6 questions.

(5 x 1 = 5)

- (i) Solver option under Tools menu amounts to a more elaborate form of The difference is that the Solver deals with equations with multiple
- (a) Unknown variables, Goal seek (b) Variables, Equation
(c) Goal seek, Unknown variables (d) Subtotal, Goal seek
- (ii) Default name of first scenario created in Sheet1 of Calc is
- (a) Sheet_1_Scenario (b) Sheet_Scenario_1
(c) Sheet1_Scenario_1 (d) None of the above
- (iii) Alpana has made four spreadsheets containing marks of 5 subjects of all the students of her class. She has to prepare a sheet that contains the total marks of all the students of her class. Name the option that can be used to perform this task.
- (a) Subtotal (b) Average (c) Goalseek (d) Scenario

- (iv) According to OpenOffice Calc which of the following is not a What-if analysis tool ?
 (a) Conditional formatting (b) Goal seek (c) Scenarios (d) Solver
- (v) Which of the following tab is used to run Macro ?
 (a) Tools (b) Home (c) Insert (d) Review
- (vi) Which of the following feature is used to jump to a different spreadsheet from the current spreadsheet in LibreOffice Calc ?
 (a) Macro (b) Hyperlink (c) Connect (d) Copy

Q.(4) Answer any 5 out of the given 6 questions.

(5 x 1 = 5)

- (i) A primary key field cannot be null, which also means that it cannot be
 (a) Invalid (b) Positive (c) Alphanumeric (d) Empty
- (ii) A tuple in RDBMS is referred to of a table.
 (a) Record (b) Field (c) Table (d) Key
- (iii) command is used to retrieve data from a database.
 (a) SELECT (b) INSERT (c) UPDATE (d) None of these
- (iv) Which of the following is also known as computer based record keeping system ?
 (a) Data Manipulation System (b) Computer Data System
 (c) Computerised Record Keeping System (d) DBMS
- (v) are the ways to produce the data stored in databases and tables in a printed form.
 (a) Forms (b) Queries (c) Reports (d) Data
- (vi) If the two departments (HR and IT) access the data simultaneously then only one department will see the updates by the other department. DBMS solves this issue. Thus, DBMS helps to avoid which means if a single database is used by multiples users then it also ensures that the same data is present for all the users.
 (a) Data redundancy (b) Data inconsistency
 (c) Data piracy (d) Data modification

Q.(5) Answer any 5 out of the given 6 questions.

(5 x 1 = 5)

- (i) Which of the following hazards occur in the IT sector?
 (a) Biological (b) Chemical (c) Physical (d) Ergonomic
- (ii) Which actions contributes to a healthy and safe working environment ?
 (a) Keeping emergency exits clear (b) Leaving cables loose on the floor
 (c) Ignoring safety warnings (d) Using unapproved software
- (iii) In a situation where a small fire breaks out in the office, what should you use to address the emergency ?
 (a) A Blanket (b) A Fire extinguisher
 (c) A Towel (d) Baking Soda
- (iv) Which of the following systems should be placed in an organization for fire safety ?
 (a) Emergency mitigation systems (b) Fire escape routes
 (c) Fire extinguishers and alarms (d) All of the above
- (v) Which of the following is a recommended way to manage stress at work ?
 (a) Engage in aggressive conflicts with colleagues
 (b) Work longer hours without breaks
 (c) Seek conflict resolution strategies with colleagues
 (d) Avoid hobbies that promote relaxation
- (vi) Which of the following fire extinguishers is suitable for magnesium, potassium and sodium ?
 (a) Dry chemical powder (b) ABC dry powder
 (c) Water CO₂ (d) Both (a) and (b)

TABLE : ITEMS					
Code	IName	Qty	Price	Company	TCode
1001	DIGITAL PAD 121	120	11000	XENITA	T01
1006	LED SCREEN 40	70	38000	SANTORA	T02
1004	CAR GPS SYSTEM	50	2150	GEOKNOW	T01
1003	DIGITAL CAMERA 12X	160	8000	DIGICLICK	T02
1005	PEN DRIVE 32 GB	600	1200	STOREHOME	T03

- (a) How many fields and records are there in the table ITEMS ?
- (b) Write the SQL queries to :
- (i) Display the detail of all the items in ascending order of item names (i.e. IName)
 - (ii) Display IName and Price of all those items, having price greater than 22000.
 - (iii) Display all the information of the items having price less than 10000.

Q.(21) What points should be included in Fire Prevention Plan in the office ? (at least 4 points)

..... BEST OF LUCK