

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)



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

Class: X Date: 09.01.2025 Adm 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. $(4 \times 1 = 4)$

- (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 bt herself. No one tells her to do so. This is called

(b) Self-motivation

(d) Discipline

- (a) Self-awareness
- (c) Self-regulation
- (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

 $(5 \times 1 = 5)$ (i) By drawing any handle you can increase or decrease the of the image diagonally. (c) Top, Depth (a) Corner, Size (b) Side, Quality (d) Corner, Quality (ii) Which of the following is the shortcut key to open the Template dialog box ? (c) Ctrl + Alt + T(a) Ctrl + Alt + N(b) Ctrl + Shift + N(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 (d) Table of contents (c) Styles $(5 \times 1 = 5)$ 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

(a) Makes decisions (b) Divide income (c) Takes risk (d) Innovation (vi) Riva is studying green skills and learns they help reduce greenhouse gas emissions, preserve biodiversity and conserve habitats. However, they aim to minimize nonrenewable resource use. Which of the following is not an environmental benefit of green skills ?

(v) John notices that the cost of raw materials is lower in a different supplier's location

unwanted sites. A is a network security device that monitors incoming

compared to his current supplier. He decides to switch to the new supplier to save money.

(c) Block sites

(a) Reduction in greenhouse gas emissions

and outgoing network. It restricts access to unwanted sites.

(b) Anti-virus

Which function that the entrepreneur is doing?

(b) Preservation of biodiversity

(a) Firewall

- (c) Increased use of non-renewable resources
- (d) Conservation of natural habitats

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

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

class. Name the option that can be used to perform this task. (c) Goalseek (a) Subtotal (b) Average (d) Scenario

class. She has to prepare a sheet that contains the total marks of all the students of her

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(d) None of these

(iv) According to Open (a) Conditional form		-	•		
(v) Which of the follow			(d) Solver		
(v) which of the follow (a) Tools	-	(c) Insert	(d) Review		
			readsheet from the current		
spreadsheet in Libr		Jump to a anterent sp			
(a)Macro	(b) Hyperlin	k (c) Connect	(d) Copy		
Q.(4) Answer any 5 out of	the given 6 questions	5.	(5 x 1 = 5)		
(i) A primary key field	cannot be null, which	also means that it cann	ot 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	o retrieve data from a d	atabase.		
	(b) INSERT		(d) None of these		
(iv) Which of the follow	wing is also known as	computer based record	keeping system ?		
(a) Data Manipulation		(b) Computer Data S			
(c) Computerised Re	ecord Keeping System	(d) DBMS			
(v) a	are the ways to produce	e the data stored in dat	abases and tables in a		
printed form.					
(a) Forms	(b) Queries	· / I	(d) Data		
(vi) If the two departme			•		
			solves this issue. Thus,		
		which means if a sing			
-		ne same data is present			
(a) Data redundanc	У	(b) Data inconsistency			
(c) Data piracy		(d) Data modification			
Q.(5) Answer any 5 out of			$(5 \times 1 = 5)$		
(i) Which of the following	-				
, j			(d) Ergonomic		
(ii) Which actions contri	-	-			
(a) Keeping emerger	-	(b) Leaving cables loose on the floor			
(c) Ignoring safety w	0	(d) Using unapproved software			
	a small fire breaks out	in the office, what sho	ould you use to address the		
emergency ?					
(a) A Blanket		(b) A Fire extinguish	her		
(c) A Towel		(d) Baking Soda			
(iv) Which of the followi	•••		•		
(a) Emergency mitigation systems(c) Fire extinguishers and alarms		(b) Fire escape route	(d) All of the above		
			t work 9		
(v) Which of the followin	-		t work ?		
(a) Engage in aggres (b) Work longer hou	ssive conflicts with col	neagues			
		collonguas			
	olution strategies with at promote relaxation	concagues			
	-	e suitable for magnesir	m, potassium and sodium?		
		(b) ABC dry powde	-		
(a) Dry chemical powder(c) Water CO₂		(d) Both (a) and (b)			
(\mathbf{v}) , and $\mathbf{v}\mathbf{v}_{2}$		(a) = (a) (a) (a) (b)			

SECTION B: SUBJECTIVE TYPE QUESTIONS

Answer any 3 out of the given 5 questions on Employability Skills

 $(3 \times 2 = 6)$

 $(4 \times 2 = 8)$

Q. (6) Imagine you are a high school student working on a group science project. You present your part of the project to your group, but you are not sure if it meets the expectations or aligns with what the group needs.

Why is it important for your classmates to give you feedback in this situation ? Explain in detail.

- Q. (7) Riya, a class X student, feels stressed with her exam preparation, extracurricular activities and family commitments. How can tracking time help her ? Explain.
- Q. (8) Define multi-processing and multi-user operating system with examples.
- Q. (9) Priva plans to start her own business and is learning about the key roles an entrepreneur plays. She is particularly interested in understanding how innovation and risk-taking contribute to entrepreneurial success. Describe the following functions of an entrepreneur : (b) Risk-Taking (a) Innovation
- Q. (10) How do green skills contribute to sustainable development ? Explain in detail.

Answer any 4 out of the given 6 questions on Subject Specific Skills.

- Q. (11) What is a digital image? Write steps to insert an image in Apache OpenOffice Writer or LibreOffice Writer
- Q. (12) What is the difference between absolute and relative hyperlinks as used in Calc ? Explain with examples.
- **Q.** (13) What are the benefits of sharing a spreadsheet ? Explain.
- **Q.** (14) In a database, why is it important to create relationships between the tables ? Explain different types of relationship between the tables.
- **Q.** (15) Ravi is working as a safety officer in a manufacturing in a manufacturing plant. He is learning about workplace safety and wants to understand the terms related to accidents and hazards in the workplace. Define the following with example : (b) Hazard
 - (a) accident in workplace
- Q. (16) What causes eye strain and how to avoid it ?

Answer any 3 out of the given 5 questions on Subject Specific Skills. $(3 \times 4 = 12)$

- Q.(17) Ojas had prepared a Table of Contents of the project work he had done in a word processor application.
 - (a) Tell him the different steps to update the TOC
 - (b) Tell him the different steps to delete the TOC
- Q.(18) Samiksha is working on a advanced spreadsheet project and wants to understand the use of some key tools in data analysis. Describe the use of the following terms with example:
 - (i) Goal seek (ii) Scenario (iii) Subtotal (iv) Solver
- Q.(19) Nupur is studying for her database exam and needs to understand the difference between certain concepts. Nupur wants to know the differences between the following. Explain with the help of example.
 - (a) Fields and tuples
 - (b) Data and Information

Q.(20) Ramesh is working on a database project that involves managing a table of items. He needs to understand the number of fields and records in the table, and write SQL queries to extract specific information for it.

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	160	8000	DIGICLICK	T02		
	12X						
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 acending 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