BK BIRLA CENTRE FOR EDUCATI

SARALA BIRLA GROUP OF SCHOOLS
SENIOR SECONDARY CO-ED DAY CUM BOYS' RESIDENTIAL

MID - TERM EXAMINATION 2023-24

INDIAN PUBLIC SCHOOLS' CONFERENCE

SUBJECT: COMPUTER SCIENCE

Class : IV
Date : 11-09-2023

MARKING SCHEME

Duration : 1$^{1/2}$ Hours
Max. Marks : 40

General Instructions:

1. *Please read the instructions carefully.*
2. *This Question Paper consists of 15 questions in two sections: Section A & Section B.*
3. *Section A has Objective type questions (MCQ, Fill in the blanks & Full form)*
4. *Section B contains Subjective type questions.*
5. *All questions of a particular section must be attempted in the correct order.*
6. **SECTION A - OBJECTIVE TYPE QUESTIONS (20 MARKS):**
   i. *This section has 03 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 (20 MARKS):**
   i. *This section has 12 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

1. **Multiple Choice Question-**   **1 x 12 = 12 Marks**

   i.   All the internal parts of a computer including CPU are attached to the…………..
         (a) Hard disk   (b) memory   **(c) motherboard**

   ii.   …………holds the instructions given by the manufacturer to operate the computer.
         (a) RAM   **(b) ROM**   (c) Pen Drive

   iii. …………….is the smallest unit of data and has either a value 0 or 1.
         (a) Byte   **(b) Bit**   (c) Nibble

   iv.   …………….stores data and information temporarily on the CPU.
         (a) ALU   (b) CU   **(c) MU**

v. Which is not the version of MS Windows?

(a) **Windows 99** (b) Windows Vista (c) Windows 8.1

vi. ……………means to change the name of an existing file or folder.

(a) Delete (b) Copy (c) **Rename**

vii. Header and Footer are inserted at the …………margins of each page in a document.

(a) **Top and Bottom** (b) Left and Right (c) Both a & b

viii. The Find command is present in the ………. Group.

(a) Font (b) Clipboard (c) **Editing**

ix. Press …………key to open Find and Replace dialog box.

(a) **Ctrl+H** (b) Ctrl+A (c) Ctrl+Z

x. The Format painter icon is found in the …………group.

(a) Font (b) **Clipboard** (c) Editing

xi. The Text Box button is present in the …………tab.

(a) File (b) Home (c) **Insert**

xii. In which of the following tabs can you find the Styles group?

(a) Insert (b) **Home** (c) layout

2. **Fill in the blanks from the given options** 1 x 4 = 4 Marks

(Control Panel Recycle Bin versions Microsoft Corporation)

i. MS Windows has many flavours called… **versions**.

ii. Windows 10 is developed by… **Microsoft Corporation**

iii. **Control Panel** …..helps to manage different resources and functioning of the computer system.

iv. Deleted file or folder move to… **Recycle Bin**

3. **Write the full form of the following.** 1 x 4 = 4 Marks

i. ALU-**Arithmetical and Logical Unit**

ii. CU-**Control Unit**

iii. MU-**Memory Unit**

iv. LCD-**Liquid Crystal Display**

SECTION B: SUBJECTIVE TYPE QUESTIONS

4. Answer any 10 questions out of 12.   **2 x 10 = 20 Marks**

i.   How do you select adjacent files or folders?

Ans- To select items that are adjacent, we can use the SHIFT key. Click the first item, then press the SHIFT key and hold it. Click the last item and release the SHIFT key.

ii.   What is the use of This PC icon?

Ans- "This PC" on Windows is a handy folder that lets us quickly access all the drives. From it, we can manage your entire system.

iii. Write the steps to create a folder.

Ans- Step 1: Right-click a blank spot on your desktop.

Step 2: Select New folder at the top of the menu.

Step 3: When the folder appears, the default name "Untitled folder" is automatically selected.

iv.   State the use of Format painter.

Ans- Format Painter to quickly apply the same formatting, such as color, font style and size, or border style, to multiple pieces of text or graphics.

v.   What is Page Margin?

Ans- Page margin refers to the blank space around the edges of the page. The space seen on all the four sides of the page is called Top margin, Bottom margin, Left margin, and Right margin.

vi.   How can you replace the word 'Good' with 'Very Good' in a document?

Ans- By using Find and Replace

Type Good in Find option

Type Very Good in Replace option

Click on Replace All button

vii.   Define WordArt.

Ans- WordArt is a collection of text styles that you may use to add beautiful effects to your documents, such as shaded or mirrored (reflected) text. WordArt can be used to create unique text effects in your document.

viii.   What is difference between stretching and Resizing?

Ans- Stretching makes an image bigger or smaller, the pixels of the image is destroyed, and we see the picture blur.

Resizing increase the size of the picture by amending (adjusting) the pixels of the image. So, when we resize the photo into its large size, you see the same photo without any blurriness.

ix.   Define Styles in MS Word.

Ans-A style is a predefined combination of font style, colour and size of text that can be applied to the selected text.

x.   What is Printer? Name the three types of printers.

Ans- Printer is an output device, used to print hard copy.

Three types of Printers are-Laser Printer, Ink Jet printer, Dot Matrix Printer

xi.   Differentiate between Input Devices and Output devices.

Ans- An input device sends information to a computer system for processing, and an output device reproduces or displays the results of that processing.

Input Devices are- Keyboard, Mouse, Scanner etc

Output Device are- Monitor, Printer, Speaker etc

xii.   Define Primary Memory and Secondary.

Ans- Primary memory is also known as Main memory or internal memory.

Examples: RAM, ROM

Secondary memory is also known as External memory or Auxiliary memory.

Examples: Hard Disk, Floppy Disk, Magnetic Tapes, etc.

***********ALL THE BEST***********