



# BK BIRLA CENTRE FOR EDUCATION

SARALA BIRLA GROUP OF SCHOOLS  
SENIOR SECONDARY| CO-ED DAY CUM BOYS' RESIDENTIAL SCHOOL  
MID-TERM EXAMINATION 2023-24  
INFORMATION TECHNOLOGY - 402



Class : X

Date : 21-10-2023

Admission No.: .....

Duration : 2 Hours

Max. Marks : 50

Roll No.: .....

## General Instructions:

1. Please read the instructions carefully.
2. This Question Paper consists of 20 questions in two sections: Section A & Section B.
3. Section A has Objective type questions whereas Section B contains Subjective type questions.
4. All questions of a particular section must be attempted in the correct order.
5. SECTION A - OBJECTIVE TYPE QUESTIONS (20 MARKS):
  - i. This section has 04 questions.
  - ii. Marks allotted are mentioned against each question/part.
  - iii. There is no negative marking.
  - iv. Do as per the instructions given.
6. SECTION B – SUBJECTIVE TYPE QUESTIONS (30 MARKS):
  - i. This section has 16 questions.
  - ii. A candidate has to do 12 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 5 questions out of the given 6 questions on Digital Documentation. (1 x 5 = 5 marks)

- (i) A ..... is a model that you use to create other documents.  
(a) Template (b) Document (c) Design
- (ii) Sumit wants to create Table of Contents in his document. Which tab he should use to do so ?  
(a) File tab (b) Format tab (c) Insert tab
- (iii) Which of the following is the most complex step in the Mail Merge Wizard process ?  
(a) Select document type (b) Insert address block (c) Adjust Layout
- (iv) Bhabesh wants to know the answer of the blank : “ ..... controls how images are stacked upon each other or relative to the text.” Answer to his problem.  
(a) Arrangement (b) Alignment (c) Anchoring
- (v) Gaurav has inserted an image in a document. He wants to remove the unwanted area of the image. Which option of the word processor he will use to complete the task?  
(a) Clip art (b) Cut (c) Crop

- (vi) Amit buys a new Showroom and wants to invite his friends and relatives (approximately 100) on inauguration ceremony. Which feature of Writer will help him to create personalized invitation letter for every one?  
(a) Documentation (b) Mail Merge (c) Style

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

- (i) Which of the following is more elaborate form of Goal Seek?  
(a) subtotal (b) Scenario (c) Solver
- (ii) Which of the following is a correct way to refer to a cell in Calc ?  
(a) <Sheet name>.<Row name> (b) <Sheet name>.<Column name>  
(c) <Sheet name>.<Cell reference>
- (iii) Reema does not know which sign is used to insert a formula or function in a spreadsheet application. Help her to find the correct option.  
(a) =(Equal to) (b) ? (Question mark) (c) <(Less than)
- (iv) Arguments passed to a macro from Calc are always :  
(a) Values (b) References (c) Objects
- (v) Shaurya wants to protect the spreadsheet so that no one can make unnecessary changes to it. Which option is used to protect the spreadsheet ?  
(a) Edit>protect Document (b) File>Protect Document (c) Tools>Protect Document
- (vi) Mayank wants to know the difference between reference to a file and to a hyperlink. Answer to his query.  
(a) In file, /// is used while in hyperlink // is used.  
(b) In file, // is used while in hyperlink /// is used.  
(c) There is no difference.

**Q.(3) Answer any 5 questions out of the given 6 questions on Database Management System.**

**(1 x 5 = 5 marks)**

- (i) Which data type shows value in the form of True or False ?  
(a) Boolean (b) Integer (c) Real
- (ii) Asterisk (\*) symbol in criteria for query stands for :  
(a) Any number of characters (b) One character (c) zero characters
- (iii) Ranjan wants to know the name given to the singular form for data. Help him to find the answer.  
(a) Datus (b) Datan (c) Datum
- (iv) Mrunal wants to know the name of the form of DBMS which is due to E.F. Codd of IBM. Answer to her query.  
(a) Codd DBMS (b) RDBMS (c) Simple DBMS
- (v) Database servers are referred to as.....  
(a) Front-ends (b) Back-ends (c) Clients
- (vi) COMMIT and ROLLBACK commands are of which type ?  
(a) DML (b) TCL (c) DDL

**Q.(4) Answer any 5 questions out of the given 6 questions on Web Application and Security.**

**(1 x 5 = 5 marks)**

- (i) Sound Sentry is designed to help users with ..... impairments.  
(a) Vision (b) Auditory (c) Physical
- (ii) A set of rules used for communication is called .....  
(a) Process (b) Protocol (c) Period
- (iii) ..... refers to the amount of data that a signal can carry.  
(a) Bandwidth (b) Broadband (c) Cable
- (iv) ..... acts as a bridge between your computer and other computers on servers.  
(a) Hardware (b) Spam (c) Firewall
- (v) Which of the following is an online portal for booking railway tickets ?  
(a) eBay (b) Flipkart (c) IRCTC
- (vi) Reema's mother is doing online shopping. During the payment process, she came through the word COD. What does COD stand for ?  
(a) Cash on document (b) Cash on delivery (c) Card on delivery

## **SECTION B: SUBJECTIVE TYPE QUESTIONS**

**Answer any 6 out of the given 8 questions.**

**(2 x 6 = 12 marks)**

- Q.(5)** Differentiate between Keep Scale and Keep image size options while cropping an image in a document.
- Q.(6)** How can you group and ungroup different drawing objects in a document ? Explain.
- Q.(7)** What is a macro ? What are the rules for naming of libraries, modules and macro names ?
- Q.(8)** What do you mean by Hyperlinks in Spreadsheets ? Explain two different types of Hyperlinks that can be used in Spreadsheets ?
- Q.(9)** What is referential integrity ? Explain various relationship that can be created between two tables in a database.
- Q.(10)** Define reports. What are its types in database ? Explain.
- Q.(11)** What is Internet Service Provider ? Give any two examples.
- Q.(12)** Explain different types of switching techniques.

**Answer any 6 out of the given 8 questions.**

**(3 x 6 = 18 marks)**

- Q.(13)** What is a style ? Explain two different types of styles which can be provided in a Writer.
- Q.(14)** Explain all the steps of Mail Merge Process in detail.
- Q.(15)** What is cell referencing ? Explain different types of cell referencing used in spreadsheet. Give examples also.
- Q.(16)** Anshita is preparing spreadsheet notes for her term exam. Help her to write short note on the following :  
(a) Subtotals (b) Consolidating data (c) Goal seek
- Q.(17)** Your friend's father owns a restaurant. He manually enters the Customers' records in a register. You want to explain to him the importance of creating a database in computer. Tell the advantages of using computerized database with the help of the following points :  
(a) Data redundancy (b) Data inconsistency (c) Confidentiality

**Q.(18)** Write SQL commands for the following on the basis of given table :

**Table :** Employees

| Employee ID | Name            | Gender | Salary |
|-------------|-----------------|--------|--------|
| A24092      | Bharat Kumar    | Male   | 25800  |
| B23076      | Ashish Koorella | Male   | 24900  |
| B24017      | Kevin Caesar    | Male   | 32000  |
| A23094      | Krunal Prabhat  | Male   | 35300  |
| C221        | Shabhya Jain    | Female | 32500  |
| B22001      | Rinki Mishra    | Female | 34000  |

Write SQL commands for :

- (a) Displaying the entire table.
- (b) Display all the employee names and genders for whom the salary is more than 30000.
- (c) Display all the employee names with “ar” anywhere in the name.

**Q.(19)** Explain different types of computer networks.

**Q.(20)** Explain different types of network layouts with diagram.

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