ASN Senior Secondary School
PRE-BOARD EXAMINATION-2019-20
INFORMATION TECHNOLOGY-X

Time: 2 Hrs.   **MM:50**

General Instructions:

1. *This Question Paper consists of two parts viz. Part A: Employability Skills (10 Marks) and Part B: Subject Skills (40 Marks).*
2. *This question paper contains 27 questions are to be answered.*
3. *The maximum time allowed is 2 hrs.*

PART A: EMPLOYABILITY SKILLS (10 MARKS)

1. A word that describes, modifies, or gives more information about a noun or a pronoun is called an _____ .   (1)

2. _____ and _____ are the Managerial Functions of an entrepreneur.   (1)

3. Tone is an example of _____communication.   (1)

4. _____comprises of discarded electronic devices. Which can be reused, resale, salvaged, or recycled or disposed.   (1)

5. Enlist the disadvantages of Nonverbal communication.   (2)

6. List any three characteristics used to assess time management skill.   (2)

7. Explain any two functions of operating system.   (2)

PART B: SUBJECT SKILLS (40 MARKS)

8. _____ and _____ are the of Wired Internet Connection Type .   (1)

9. Define Peer-to-Peer Architecture.   (1)

10. Clip Art is available under _____ group in Insert Tab.   (1)

11. The _____ option is used to print only the text part of the presentation.   (1)

12. _____ and _____ are the examples of chart elements.   (1)

13. _____ can be short or long texts that can be used as a reference by the presenter.   (1)

14. By using which key you can directly close the slide show?   (1)

15. Any two popular DBMS software are _____& _____.   (1)

16 A _____ is a unique value that identifies a row in a table.   (1)

17. Daksh has got a proposal for a meeting through Calendar. Suggest four types of responses that are available under calendar software.   (1)

18. State any 04 rules and etiquettes to be followed while chatting on the Internet.   (2)

19. List any four items that can be added to the header area.   (2)

20. Differentiate between Char and Varchar Data types in Database.   (2)

21. Explain any two print options in Digital Presentation.   (2)

22. Write a short Note on (3)

      a. Style
      b. Tab Setting
      c. Embedding Object

23. Differentiate between Animation and Transition in Digital Presentation.. Mention steps for each. (3)

24. Nitya wants to change entire text of her document from capital letters to small letter. Suggest her the option for it. Explain any four types of text conversion to her. (3)

25. Explain any three types of Charts in detail. (3)

26. Write SQL commands for the statements (i) to (v) on the basis of the tables STUDENT:

RNO	NAME	FEES	DOB	CLASS
10	Alex	7800	1998-10-03	12
11	Peter	6700	1997-11-15	12
12	Alisha	7800	1999-07-03	11
13	John	6900	2000-12-13	11

1) Display Student name who are paying fess more than 7000.

2) Add new record for

RNO	NAME	FEES	DOB	CLASS
14	Max	9000	1999-11-13	11

3) Delete all those records who are in class 11.

4) Display records in descending order of dob.

5) Modify fees=8800 for student who are in class 12.

27. Given the following spreadsheet, Write the appropriate Formula/Expression/Function to be used for (a) to (e):

	A	B	C	D	E	F	G
1	EmpId	EmpName	Basic	HRA	DA	PF	NetSalary
2	E101	Ram Chandran	12000				
3	E102	Manish Kumar	25000				
4	E103	Srikant Naidu	18000				
5	E104	Meena Jain	40000				
6	E105	Shefali Gupta	38000				
7	E106	Abhishek Jain	27000				
8	E107	Romilla Babbar	32000				
9	E108	Anupriya Singh	21000				
10							

Write a formula to do the following tasks:

1. To calculate the HRA as 40% of the basic pay in cells D2:D9
2. To calculate DA as 45% of the basic pay in cells E2:G9
3. To calculate the PF as 10% of the basic pay in cells F2:F9
4. To calculate the net salary as Basic+HRA+DA-PF in calls G2:G9
5. To calculate average basic in cell C10.