CBSE – DEPARTMENT OF SKILL EDUCATION

INFORMATION TECHNOLOGY (SUBJECT CODE 402)

Sample Question Paper

Class X (Session 2019–2020)

Time: 2 Hours   **Max. Marks: 50**

General Instructions:

1. *This Question Paper consists of two parts viz. Part A: Employability Skills and Part B: Subject Skills.*
2. ***Part A: Employability Skills (10 Marks)***
   i. *Answer any 4 questions out of the given 6 questions of 1 mark each.*
   ii. *Answer any 3 questions out of the given 5 questions of 2 marks each.*
3. ***Part B: Subject Skills (40 Marks):***
   i. *Answer any 10 questions out of the given 12 questions of 1 mark each.*
   ii. *Answer any 4 questions from the given 6 questions of 2 marks each.*
   iii. *Answer any 4 questions from the given 6 questions of 3 marks each.*
   iv. *Answer any 2 questions from the given 4 questions of 5 marks each.*
4. ***This question paper contains 39 questions out of which 27 questions are to be answered.***
5. *All questions of a particular part/section must be attempted in the correct order.*
6. *The maximum time allowed is 2 hrs.*

PART A: EMPLOYABILITY SKILLS (10 MARKS)

Answer any 4 questions out of the given 6 questions of 1 mark each:

1.	Use of abbreviations in a communication leads to misinterpretation of messages is an example of _____ barriers.	**(1)**
2.	Vacationing helps in _____individuals.	**(1)**
3.	_____ serves as an interface between the user and computer.	**(1)**
4.	An _____ is a person who establishes a business or a venture that generates some value to the customer and proves to be profitable for him.	**(1)**
5.	An economy is called Green economy when it is based on the principles of _____.	**(1)**
6.	Physical exercise in the form of _____, _____to relieve stress as they stabilize mood, improve self-esteem and induce sleep.	**(1)**

Answer any 3 questions out of the given 5 questions of 2 marks each:

7.	Explain any two of 7Cs of Communication.	(2)
8.	How many origins can have stress causal?	(2)
9.	Write down the steps to create a folder in C drive with your name.	(2)
10.	What are the myths about Entrepreneurship? Explain any two	(2)
11.	List down any four factors causing ecological imbalance.	(2)

PART B: SUBJECT SKILLS (40 MARKS)

Answer any 10 questions out of the given 12 questions:

12.	_____is an accessibility function that tells the keyboard to ignore brief or repeated keystrokes, making typing easier for people with hand tremors.	(1)
13.	Define DSL.	(1)
14.	_____are text or image included at the bottom of the page and may repeat in all pages of the document.	(1)
15.	Symbol option is available under _____ group in the Insert Tab in word document. a. Illustrations b. Symbols c. Media d. Text	(1)
16.	_____ feature is used to extract the data using some conditions on columns.	(1)
17.	A _____ is a graphical representation of data, in which the data is represented by symbols, such as bars.	(1)
18.	A _____ is the visual motion when one slide changes to the next during a presentation. a. Slide transition b. Animation c. Sound d. Movie Clip	(1)

19.	_____ helps to move, rotate or resize multiple objects in a presentation.
	
	     a. Grouping
	     b. Charts
	     c. Table
	     d. Movie clip
		(1)

20.	_____ statement is used to retrieve records in a database. a) Alter b) Update c) Select d) Create	**(1)**

21.	A _____ represents a single, data item in a table.
	     a. Row
	     b. Column
	     c. Datatype
	     d. Primary Key
		(1)

22.	You can categorize appointments in time management software by giving specific _____ to appointments.	**(1)**
23.	Define Journal Entry.	**(1)**

Answer any 4 questions out of the given 6 questions of 2 marks each:

24.	State the purpose of creating a Blog.	**(2)**
25.	Differentiate between Page Break and Section Break options of a word document.	**(2)**
26.	Explain Conditional formatting with a help of suitable example.	**(2)**
27.	List the activities recorded under Journal entry.	**(2)**
28.	Differentiate between Flat File and Relational Database.	**(2)**
29.	Mention two points stating the effective use of animation in a presentation.	**(2)**

Answer any 4 questions out of the given 6 questions of 3 marks each:

30.	Sanya is working on Word document. She has inserted graphics and wants to use Wrap text with graphics.
	    (i) Under which tab she can find text wrapping?
	    (ii) List any two text wrapping options available in a word processing software.
		(1+2)

31.	Explain any three character formatting options in a word document.	**(3)**
32.	State the purpose of creating Tables in a digital Presentation. Mention two ways to insert a table in a presentation.	**(3)**
33.	Define the following: Table , Primary Key, Foreign Key	**(3)**

34.	Snehal works for an event management company. She has prepared a presentation and while setting up the Slide Show she is getting the following options, explain them briefly.
	
	    (i) Presented by a speaker
	    (ii) Browsed by an individual
	    (iii) Browsed at a Kiosk
		(3)

35.	What is Data Definition Language (DDL) and Data Manipulation Language (DML)? Give one example of each.	**(1½ + 1½)**

Answer any 2 questions out of the given 4 questions of 5 marks each:

36.	Rohan's Grandfather was wondering that how does Rohan chat on web with his father posted in California, Elaborate the steps involved while transferring data over internet.	**(5)**
37.	Elaborate the five types of Views available in a spreadsheet.	**(5)**
38.	Write the points to be kept in mind to make an effective presentation for the audience (Mention any 5 Points).	**(5)**

39.	(a) Write a Query to create a Table with the following structure	(2+3)

Table Product

Field	Datatype
PID	Char(4)
Pname	Varchar(20)
Description	Varchar(40)
Price	Decimal

(b) Consider the following Vendor table and write the queries

Table Vendor

VendorID	VName	DateofRegistration	Location
V001	Mother Dairy	20-01-2009	Delhi
V002	Havmor	01-04-2015	Gujrat
V003	Amul	12-05-2012	Kolkata
V004	Kwality Walls	15-10-2013	Mumbai

(i) Write a Query to display all records

(ii) Write a Query to add a new row with the following details

('V005', 'Vadilal', '2010-03-20', 'Pune')

(iii) Write a query to modify the location of V003 from Kolkata to Gujrat