

**B K BIRLA CENTRE FOR EDUCATION, PUNE**  
**PRE-BOARD EXAMINATION – I (2023-24)**  
**CLASS-X**  
**INFORMATION TECHNOLOGY (Subject Code-402)**

Class : X

Date : 21-12-2023

Admission No.: .....

Duration : 2 Hours

Max. Marks : 50

Roll No.: .....

**General Instructions:**

1. Please read the instructions carefully.
2. This Question Paper consists of 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**

**(1 x 4 = 4 marks)**

- (i) Which of the following is more helpful for improving one's present performance ?  
(a) Generic feedback                      (b) Summative feedback                      (c) Specific feedback
- (ii) Which of the following stress enhances your productivity in terms of output ?  
(a) Distress                      (b) Eustress                      (c) Both (a) & (b)
- (iii) Your ability to identify effective methods of getting yourself to move from thought to action is your :  
(a) Self-regulation                      (b) Self-motivation                      (c) Self-dedication
- (iv) ..... feature of Windows 7 allows you to create a copy of data for future use.  
(a) Backup and Restore                      (b) Spyware                      (c) Keylogger
- (v) Which of the following characteristics should an entrepreneur have ?  
(a) Innovativeness                      (b) Motivator                      (c) All of these
- (vi) Sustainable development requires judicious use of  
(a) Natural resources                      (b) human resources                      (c) man made resources

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

- (i) Ajay has inserted a picture in a document. But he wants to cut off a part of the picture. Which option he should use to accomplish the task ?  
(a) Cut (b) Copy (c) Crop (d) Layout
- (ii) Dhanush wants to select the entire text in a document. Which key combination he should use to do the same ?  
(a) Ctrl + R (b) Ctrl + A (c) Ctrl + V (d) Ctrl + S
- (iii) In order to delete an image in Writer, click on the image and press..... from keyboard.  
(a) Delete key (b) Alt key (c) Shift key (d) None
- (iv) After the document is modified, clicking on which option will update the TOC ?  
(a) Delete Index/Table (b) Update Index/Table  
(c) Modify Index/Table (d) None
- (v) The name used for the common part of the letter in Mail Merge Process is:  
(a) Data source (b) Address List (c) Main Document (d) None
- (vi) 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 (d) None

**Q.(3) Answer any 5 out of the given 6 questions****(1 x 5 = 5 marks)**

- (i) Namita wants to know the name of the feature of a spreadsheet application that can speed up data entry. Solve her query.  
(a) The use of Autofill handle (b) The use of resize handle  
(c) The use of Name box (d) The use of Formula bar
- (ii) A formula in Calc always starts with a/an :  
(a) Colon (b) Semi colon (c) Equal to sign (d) None
- (iii) 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> (d) None
- (iv) Saba wants to know the name of the most basic tool to solve “what-if” scenarios in a spreadsheet application. Answer to her query by selecting the right option.  
(a) Solver (b) Goal Seek (c) Subtotal (d) None of these
- (v) The Consolidate option is part of the :  
(a) Edit menu (b) Insert menu (c) Data menu (d) None
- (vi) Anikan wants to know the name given to the mathematical expression to perform calculation on data in cells. Help her to find the correct answer.  
(a) Goal Seek (b) Macro (c) Formula (d) Subtotal

**Q.(4) Answer any 5 out of the given 6 questions**

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

- (i) ..... data type takes the values in the form of 0 and 1 in the database.  
(a) Integer                      (b) Text                      (c) Boolean                      (d) Memo
- (ii) A relational database uses ..... commands which is a standard user application that provides an easy programming interface for database interaction.  
(a) Access                      (b) Python                      (c) SQL                      (d) Protocol
- (iii) ..... are the ways to produce the data stored in databases and tables in a printed form.  
(a) Forms                      (b) Queries                      (c) Reports                      (d) None
- (iv) Asterisk (\*) symbol in criteria for query stands for :  
(a) Any number of characters                      (b) One character  
(c) Zero characters                      (d) None
- (v) Anil wants to create a database for his clients. For this purpose, he needs to store the address of his clients. Which datatype should he use to accomplish this purpose?  
(a) Numeric                      (b) Varchar                      (c) Binary                      (d) Boolean
- (vi) The DROP command is used to :  
(a) Drop only databases                      (b) Drop only tables  
(c) Drop databases or tables                      (d) None

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

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

- (i) A ..... is a device that converts digital computer signals into a form (analog signals) that can travel over phone lines and vice versa.  
(a) Repeater                      (b) Switch                      (c) Modem                      (d) All
- (ii) Do not use the elevator in times of fire in the building. Always use ..... for such emergencies.  
(a) Office space                      (b) Washroom                      (c) Staircase                      (d) None
- (iii) Class A fires are caused by :  
(a) Wood, paper cloth etc.                      (b) Gasoline, propane and solvents  
(c) Magnesium, lithium and titanium                      (d) All of the above
- (iv) ..... is a feature to assist people with vision impairment.  
(a) Filter keys                      (b) Sound sentry                      (c) High contrast                      (d) None
- (v) ..... refers to the amount of data that a signal can carry.  
(a) Bandwidth                      (b) broadband                      (c) Cable                      (d) None
- (vi) ..... acts as a bridge between your computer and other computers on servers.  
(a) hardware                      (b) Spam                      (c) Firewall                      (d) All

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

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

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

**Q.(6)** Explain any four 7 Cs of effective communication.

**Q.(7)** Briefly explain any two stress management techniques.

**Q.(8)** What is an antivirus ? Name any four antivirus programs.

**Q.(9)** Describe advantages and disadvantages of entrepreneurship as a career. (two each)

**Q.(10)** Describe any four short term solutions to sustainable development.

**Answer any 4 out of the given 6 questions.**

**(2 x 4 = 8 marks)**

**Q.(11)** Explain the following anchoring options for a picture :

(a) To character

(b) To paragraph

**Q.(12)** What do you mean by Hyperlinks in Spreadsheets? Explain two different types of Hyperlinks that can be used in Spreadsheets.

**Q.(13)** What are the rules for the naming of libraries, modules and macro names ?

**Q.(14)** Explain any four advantages of DBMS.

**Q.(15)** Write some best practices used for Internet security. Explain any four.

**Q.(16)** Explain different types of switching techniques.

**Answer any 3 out of the given 5 questions.**

**(4 x 3 = 12 marks)**

**Q.(17)** Explain all the steps of Mail Merge Process in detail.

**Q.(18)** What is cell referencing ? Explain different types of cell referencing used in spreadsheet.

**Q.(19)** Define Referential integrity with example. Explain different types of relationship between tables by giving suitable example of each.

**Q.(20)** Write the SQL commands to answer the queries based on **GroceryBill** table

Item ID	Product name	Price per unit	Discount	Total price
A002	Rice	80	4	140
A004	Wheat	38	3	390
A901	Apple	16	2	157
B007	Biscuits	24	1	238

Write SQL commands for :

- Write the datatype of each and every field or column name.
- Display all the tuples with an Item ID that starts with "A".
- Display all the tuples with the total price as more than 150.
- Display all the tuples with exactly 1 percent as the discount.

**Q.(21)** What is hazard ? Explain any four types of hazards.

..... BEST OF LUCK .....