Roll No.

Candidates must write the Code on the title page of the answer book.

- Please check that this question paper contains **8 printed pages**.
- Code number given on the right hand side of the question paper should be written on the title page of the answer book by the candidate.
- Please check that this question paper contains **21 questions**.
- **Please write down the Serial Number of the question before attempting it.**
- 15 minutes time has been allotted to read this question paper. The students will read the question paper only and will not write any answer on the answer-book during this period.

II PRE BOARD EXAMINATION
INFORMATION TECHNOLOGY

Time allowed : 2 hours   Maximum Marks : 5(

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

   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

1.   Answer any 4 out of the given 6 questions on Employability Skills

    (1 × 4 = 4 marks)   1

    i.   The main screen of Windows is called _____ .

                                        b.   User Area

        a.   Tabletop

                                      d.   None of these

        c.   Desktop   1

    ii.   Stressors can be categorized as _____ strtessors.

                                        b.   Delayed

        a.   Positive

                                        d.   None of these

        c.   Immune

    iii. Entrepreneurs are _____ .

        a.   Born with special qualities   b.   Deceptive

                                        d.   None of these

        c.   Visionaries

    iv. One of these software is not an operating system.

                                        b.   Excel

        a.   DOS

                                        d.   None of these

        c.   Unix

v. Exercise helps in _____ .
    a. Building immunity
    b. Proper functioning of organ systems
    c. Both a and b
    d. None of these

vi. Azim H Premji is the Chairman of _____ .
    a. Infosys   b. Mahindra Group
    c. Wipro Limited   d. None of these

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

    i. The Screen Narrator is used by those who have problems in
        their _____ .
        a. Hearing   b. Physical Movements
        c. Vision   d. None of these

    ii. A table can have _____ .
        a. Only one primary key   b. More than one primary key
        c. None of these

    iii. In which type of database, can you retrieve the data from the related
         tables?
         a. Database Management System
         b. Relational Database Management System
         c. None of these

    iv. Which menu holds the 'Multiple Operations' tool?
        a. Tools   b. Data
        c. Sheet   d. None of these

    v. This option sends the selected image to the bottom of the stack.
        a. Send to Back   b. Back One
        c. To Background   d. None of these

    vi. Which of the following clauses can be used with the SELECT
        command?
        a. WHERE   b. ORDER BY
        c. Both a and b

P.T.O.

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

i. The keyboard shortcut to create a new style is _____ .   1

    a. Shift + F11   b. F11

    c. Ctrl + 11   d. None of these

ii. The _____ field type hold numbers with decimals.   1

    a. Float[Float]   b. Boolean[BOOLEAN]

    c. Text[TEXT]

iii. Ebuddy is an example of _____ IM software.   1

    a. Web based   b. Application based

    c. Both a and b

iv. State whether True or False :-   1

    "The image arrangement commands enable you to change the stack

    order of objects in your document ".

    a. True   b. False

v. A hyperlink in Calc can be _____ .   1

    a. Text   b. Picture

    c. Both a and b

vi. It generates a subtotal to summarise the data.   1

    a. Define range   b. Total

    c. Subtotals   d. None of these

4. *Answer any 5 out of the given 6 questions (1 × 5 = 5 marks)*

i. You can store up to _____ of media files in the Media Library using   1

    the free plan from WordPress.

    a. 1 GB   b. 2 GB

    c. 3 GB   d. None of these

ii. John has written a book consisting of fifteen chapters. He wanted to make the index of the book. Suggest him the option used to create the index automatically in a word processor.   **1**

    a.   Tables   b.   Columns

    c.   Mail Merge   d.   Table of Content

iii. Which of the following wildcard characters represent a character in a string?   **1**

    a.   An underscore(_) or a question mark(?)

    b.   A percentage(%)

    c.   Asterisk(*)

    d.   None of these

iv. _____ are too focused on what others think and fail to focus on what matters to them.   **1**

    a.   Introspectors   b.   Seekers

    c.   Pleasers   d.   None of these

v. Which of the following is a keyboard shortcut to open the 'Data Source View' pane?   **1**

    a.   Ctrl + Shift + F4   b.   Ctrl + Shift + F7

    c.   Ctrl + Shift + F8   d.   None of these

vi. Which of the following keyword is used to define a macro as function?   **1**

    a.   Function   b.   Macro

    c.   None of these

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

    i.   It is an interactive way of entering data.   **1**

        a.   Form   b.   Report

        c.   Query   d.   None of these

    ii.   A _____ is known as a dumb switch.   **1**

        a.   Hub   b.   Router

        c.   MODEM   d.   None of these

iii. A _____ is a partial address.

    a. Relative Hyperlink   b. Absolute Hyperlink

    c. Both a and b   d. None of these

iv. _____ store data in multiple tables and can be accessed by establishing   1
a relationship between the tables by a common field.

    a. Flat File   b. Relational

    c. Mini File   d. Single File

v. The _____ is used to apply headings, titles, text, lists, and other   1
formatting styles to the text.

    a. Gallery   b. Template

    c. Styles pane   d. None of these

vi. In _____ networks, all computers have an equal status and each   1
terminal has an equally competent CPU.

    a. MAN   b. WAN

    c. Client Server   d. P2P

SECTION B : SUBJECTIVE TYPE QUESTIONS

Answer any 3 out of the given 5 questions on Employability Skills
(2 × 3 = 6 marks) Answer each question in 20 - 30 words.

6. Define self-regulation   2

7. What is the definition of stress?   2

8. What is a folder?   2

9. What are the two types of risks usually faced by an entrepreneur?   2

10. Write any four qualities of Entrepreneurs.   2

Answer any 4 out of the given 6 questions in 20 - 30 words each (2 × 4 = 8 marks)

11. How can you apply a style from the Styles pane?   2

12. How can you add a new sheet in Calc workbook?   2

13. List the different 'what-if' analysis tools in Calc.   2

14. Write any two rules for defining a primary key. 2

15. What is phishing? 2

16. What are the benefits of e-reservation? 2

Answer any 3 out of the given 5 questions in 50- 80 words each (4 × 3 = 12 marks)

17. Abhilasha is a computer teacher. She has entered the marks of 80 students, subject wise, in a spreadsheet and sent the file to Kritika (another teacher of the school) to verify the information. Which feature and how the feature should be activated by Kritika before reviewing the data in the spreadsheet so that any changes made by her can easily be identified by Abhilasha? 4

18. Anu wants to set a template as a custom template in Writer. What steps should she follow to perform this task? 4

19. Consider the following table : Teachers 4

Rollno	Student_Name	DOB	Address	Mobile_No	Gender	Percentage
1	Jugal	10-01-2003	Mumbai	5555555555	M	98
2	Pratigya	24-03-2002	Pune	4444444444	F	82
3	Sandeep	12-12-2003	Delhi	8888888888	M	91
4	Sangeeta	01-07-2004	Banglore	6666666666	F	96
5	Satti	05-09-2002	Mumbai	7777777777	M	89

Write SQL commands:

a. To display all the information from the table whose address is 'Mumbai'.

b. To list the details of all the students whose percentage is between 90 to 100.

c. To display the name of all the students whose gender is Female.

d. To display the list of names of all the students in alphabetical order.

20. What is DBMS? Explain any two advantages of DBMS. 4

21. What precautions must be taken to improve online security? 4

#####