

Class : IX TERM – 2 (ANNUAL) EXAMS -FEBRUARY,2023

Date:

Sub – IT

Marks: 50

Time:

Name of Student : _____ **Roll No:** _____

OBJECTIVE TYPE QUESTIONS

Q1] Multiple Choice Questions. (Any 4 out of 6) [1 x 4 = 04 Marks]

i) The most popular design of the keyboard is:

- a) QWERTY b) QEWRTY c) QWERYT

ii) Numeric keypad helps to enter:

- a) Numbers b) Letters c) Both (a) and (b)

iii) WPM stands for: _____ .

- a) Characters Per Minute b) Words Per Minute c) Width Per Minute

iv) The word CPM stands for:

- a) Character Per Minute b) Characters Per Minute c) Characters Per Matrices

v) The row which begins from Caps Lock key is called:

- a) Home row b) Top row c) Middle row

vi) The Caps Lock key is also called:

- a) Control key b) Modifier key c) Toggle key

Q2] Multiple Choice Questions. (Any 5 out of 6) [1 x 5 = 05 Marks]

i) Which of the following are basically small computers?

- a) Tab b) Mobile Phones c) Mouse

ii) Quick Access Toolbar is a part of:

- a) LibreOffice Writer b) Mac TextEdit c) Microsoft Word

iii) What does the M in BPM stand for: _____ .

- a) Manager b) Management c) Measurement

iv) Smart boards are used in:

- a) Classrooms b) Railway Stations c) Airports
- v) Name a product that is meant for reading e-books.
 - a) Amazon Kindle b) Yahoo Messenger c) Yahoo Mail
- vi) Expand MRI: a) Million Per Second
 - b) Magnetic Resonance Imaging c) Magnesium Report Imaging

Q3] Multiple Choice Questions. (Any 5 out of 6) [1 x 5 = 05 Marks]

- i) Which of the following shows you the location of an active cell?
 - a) Formula bar b) Status bar c) Name box
- ii) What does the following expression evaluate to? $(2+3)^2$
 - a) 24 b) 11 c) 25
- iii) In Excel, a formula begins with a/an _____
 - a) equal to (=) sign b) plus (+) sign c) hash (#) sign
- iv) What is the extension of a workbook saved in Excel 2010?
 - a) .xls b) .xl c) .xlsx
- v) Which of the following do you press to open Save As dialog box?
 - a) Ctrl+S b) Alt+S c) Shift+S
- vi) Use _____ colors for text and background.
 - a) Different b) Simillar c) Contrasting

Q4] Multiple Choice Questions. (Any 5 out of 6) [1 x 5 = 05 Marks]

- i) Pressing which shortcut will show up the screen to jump to a page number?
 - a) Ctrl + * b) Ctrl + P c) Ctrl + G
- ii) Which of the following machines is fastest?
 - a) Lawn Mower b) Simple Pendulum c) Computer
- iii) _____ means dividing a single cell into multiple?
 - a) Merging b) Splitting c) Deleting
- iv) Which tab is used to print a document?
 - a) Insert tab b) File tab c) View tab
- v) Which shortcut takes you to the very top of the document?
 - a) Ctrl + Home b) Ctrl + PgUp c) Ctrl+ ↑
- vi) Which group is the find command a part of?

- a) Advanced group b) Filtering group c) Editing group

Q5] Multiple Choice Questions. (Any 5 out of 6) [1 x 5 = 05 Marks]

- i) You should not use _____ fonts.
a) Gaudy b) Simple c) Dark
- ii) Which group of its tab contains the Layout option in Powerpoint?
a) Clipboard b) Slides group c) Font group
- iii) The shortcut key to run the slide show of the presentation is:
a) F4 key b) F5 key c) F6 key
- iv) What is the shortcut to Undo an action in powerpoint?
a) Ctrl + Y b) Ctrl + X c) Ctrl + Z
- v) To close a presentation, click _____.
a) File → Exit b) File → Close c) Close → File
- vi) Which view is best to copy, add and rearrange slides?
a) Slide Sorter b) Normal c) Slide Show

SUBJECTIVE TYPE QUESTIONS

Answer any 3 out of the given 5 questions. [2 x 3 = 06 Marks]

- Q.6 What is the full form of GIGO?
- Q.7 Define TouchTyping.
- Q.8 $m^3 + 4m^2 + 6m + 3 = 0$, Write in Subscripted form.
- Q.9 What is Spreadsheet?
- Q.10 What is Placeholder?

Answer any 4 out of the given 6 questions. [2 x 4 = 08 Marks]

- Q.11 How does IT help in marketing of goods?
- Q.12 What is Rapid Typing?
- Q.13 What is Active Cell?
- Q.14 What is Mail Merge?
- Q.15 What is Slide?
- Q.16 What is Digital Presentation?

Answer any 3 out of the given 5 questions. [4 x 3 = 12 Marks]

Q.17 what is Change case? What are the 5 types of Change case?

Q.18 writes 4 characteristics of computer and explain any one.

Q.19 what are alphanumeric keys?

Q.20 Write the different views of presentation.

Q.21 Write the 4 types of Alignment with short cut keys.