



CBSE – DEPARTMENT OF SKILL EDUCATION

INFORMATION TECHNOLOGY (SUBJECT CODE 402)

Sample Question Paper

Class X (Session 2020-2021)

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.	A contains a subject and a predicate.	(1)
2.	Poor listening skills are the type of the barriers.	(1)
3.	Non-verbal gestures are less effective than Communication.	(1)

(1)
(1)

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

7.	Define self-awareness.	(2)
8.	What are the different types of paragraphs in English?	(2)
9.	How does entrepreneurship help the economy?	(2)
10.	What is the importance of Stress Management?	(2)
11.	Write is the significance of Taskbar.	(2)

PART B: SUBJECT SKILLS (40 MARKS)

Answer any 10 questions out of the given 12 questions:

12.	Formulas in a Spreadsheet must begin with a sign.		
13.	What is ClipArt gallery?		(1)
14.	Write a method to hide a row in a worksheet.		(1)
15.	Which of the following is not a part of the slide design?		(1)
	a) Design template	b) Color scheme	
	c) Animation scheme	d) Slide layout	
16.	In excel, you mix and match relative and absolute addresses in		
	a) Formula	b) the same address	
	c) both (a) & (b)	d) none of these	
17.	The cleaning of software installed in the	e computer cannot be achieved	(1)
	by		
	a) Disk clean-up	b) backup	
	c) Cleaning CPU cabinet	d) Installing	
	antivirus software		
18.	Which option allows us to Loop the Slide continuously during a		
	presentation?		
19.	A is a device that converts digital computer signals into a		
	form (analogue signals) that can travel	over phone lines and vice	
	versa.		
	a) Repeater	b) Switch	
	c) Router	d) Modem	
20.	is a type of wireless system that allows us to access the		(1)
	Internet.		

21.	How can you quickly format a chart title?	(1)
22.	database is a type of database that stores data in several tables.	(1)
23.	You can select multiple drawing objects in a slide by using the tool.	(1)

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

24.	Define data encryption.	(2)
25.	What is Slide animation?	(2)
26 .	What are speaker notes?	(2)
27.	Write any two advantages of database.	(2)
28.	What is a peer to peer network and client server network	(2)
29.	How does Excel allow you to insert a Page Break?	(2)

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

30.	Neha uses cell ranges in various function with category wise sales of		
	laboratory instruments, but finds it difficult to remember the cell ranges?		
	Can you suggest to her an easier way to remember the cell ranges?		
31.	What are the uses of TCL commands?	(3)	
32.	Define the following:	(3)	
	(i) Query (ii) DML (iii) Foreign key		
33.	Write the steps to insert Date and Time into the header section.	(3)	
34.	How do you remove a page background in a worksheet?	(3)	
35.	What do you mean by Primary key? Explain with an example.	(3)	

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

36.	What do you mean by online security? Write precautions we must take while			
	surfing a social network	ng site.		
37.	Elaborate the concept of Slide Animation. How can you apply Slide Animation			(5)
	to objects on the slides in a presentation?			
38.	a) The structure of a table "ITEM" is given below. Suggest suitable data type and size			(5)
	of each column.			
	Column name	Type Size		

Itemno Iname Price

Quantity

Write the SQL commands to answer the queries based on Fabric table:

FabricID	Fname	Type	Disc
F001	Shirt	Wollen	10
F002	Suit	Cotton	20
F003	Tunic	Cotton	10
F004	Jeans	Denim	5
F006	Shorts	Cotton	7

(i)To insert the following record

("F005", "Kurta", "Wollen",5)

- (ii) To display only those fabric whose disc is more than 10
- (iii) To display those record whose type is "Wollen"
- (iv) To modify the fabric shirt by increasing discount of 10