



DOON GLOBAL SCHOOL
PRE-BOARD EXAMINATIONS (2024-25)
CLASS – X (Set B)
SUBJECT- INFORMATION TECHNOLOGY (402)

TIME – 2Hrs

M. MARKS- 50

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.	Stress Management covers all the tolls that alleviate_____stress, which could otherwise prove to be lethal disease. a. Low b. Chronic c. Temporary d. Anxiety	1
ii.	_____provide us with energy and motivation to achieve our goals. a. Stress b. Distress c. Eustress d. Depression	1
iii.	To be a successful entrepreneur, you must be_____. a. Goal - Oriented b. Rich c. Technology Driven d. Visionaries	1
iv.	John notices that the cost of raw materials is lower in a different supplier's location compared to his current supplier. He decides to switch to the new supplier to save money. Which function that the entrepreneur is doing? a. Makes decisions b. Divides income c. Takes risk d. Innovation	1
v.	CUI refers to_____. a. Character User Interface b. Clever User Interface c. Common User Interface d. Coding User Interface	1
vi.	Windows OS is based on_____user interface. a. Graphical b. Character c. Data d. Virtual	1

Q. 2	Answer any 5 out of the given 6 questions (1 x 5 = 5 marks)	
i.	Which of these is a psychological factor at work that can prove Hazardous? a. Conflicts at workplace b. Lasers c. Presence of allergens d. None of these	1
ii.	Manmade disasters include_____. a. Civil Disturbances b. Earthquakes c. Tsunami d. None of these	1

iii.	A key strategy to prevent fire us to remove_____.	1
	a. Heat and Oxygen b. Heat and fuel c. Heat, Oxygen and Fuel d. None of these	
iv.	Sore lower back is caused due to _____.	1
	a. reaching forward frequently b. no lumbar support c. no upper back support from chair d. reaching forward for long period	
v.	_____ improve the productivity and increase the trust level between the management and employees.	1
vi.	What are the different ways in which collisions can occur at the workplace?	1
	a. With heavy equipment b. Both a and b c. With moving objects d. With stationary objects	

Q. 3	Answer any 5 out of the given 6 questions (1 x 5 = 5 marks)	
i.	TOC contains all the entries as_____.	1
	a. Objects b. Hyperlink c. Item d. BookMark	
ii.	It is a reference point for the graphics which is created while positioning any image. This point could be the page, or frame where the object is either a paragraph, or even a character in a word processor.	1
	a. Wrap Text b. Anchoring c. Alignment d. Bookmark	
iii.	Which of the following extensions is enclosed with a template?	1
	a. .docm b. .dotx c. .docs d. .dox	
iv.	A_____ is a predefined layout that contains sample content, themes, colors, font styles, background styles, etc., and gives a foundation to build a document.	1
	a. Gallery b. S t y l e c. Template d. Format	
v.	Which category of styles will you click to set the font and size of text in a paragraph?	1
	a. Tablet Styles b. Paragraph Styles c. Character Styles d. Indent Styles	
vi.	_____ is a combination of title, heading, and paragraph styles.	1
	a. Style Set b. Font Set c. Color Set d. Index Set	

Q. 4	Answer any 5 out of the given 6 questions (1 x 5 = 5 marks)	
i.	Which step should you follow before using the subtotal command? a. Consolidate Data b. Filter data c. Sort data d. both A & C	1
ii.	Which of the following feature of a spreadsheet will you use to collate the data of several worksheets into a master worksheet? a. Consolidate b. Subtotal c. Columns d. Data Provider	1
iii.	The cell reference for cell range G2 to M12 is_____. a. G2.M12 b. G2;M12 c. G2:M12 d. G2_M12	1
iv.	A hyperlink in a spreadsheet can be _____. a. Text b. Picture c. both a and b d. none of these	1
v.	To switch or jump to a particular scenario in Calc, you can use the_____. a. Navigator b. Navigation toolbar c. Forward arrow d. Backward arrow	1
vi.	An argument can be passed through a macro function _____. a. By Value b. By Reference c. Both a and b d. None of these	

Q. 5	Answer any 5 out of the given 6 questions (1 x 5 = 5 marks)	
i.	In a database, the information is stored in the form of_____: a. Rows b. Columns c. Tables d. All of the above	1
ii.	In which type of database, can you retrieve the data from the related tables? a. Database Management System b. Relational Database Management System c. Rational Database Management System d. None of the above	1
iii.	A table can have only one_____key. a. Primary b. Secondary c. Composite d. Concatenation	1
iv.	Which of the following database objects are used to retrieve data from database? a. Queries b. Tables c. Reports d. Layouts	1
v.	The_____SQL command is used to create a table in the database. a. Select b. Create table c. Insert table . d. Add table	1

vi.	The _____ data type is used to store date or time or combination of date and time.	1
	a. Date/Time b. Calendar c. Interval d. Table	

SECTION B: SUBJECTIVE TYPE QUESTIONS

Answer any 3 out of the given 5 questions on Employability Skills (2 x 3 = 6 marks)

Answer each question in 20 – 30 words.

Q. 6	What is the definition of stress?	2
Q. 7	What is external self – awareness?	2
Q. 8	What is an operating system? What are the basic functions of an operating system?	2
Q. 9	What is the relationship between an entrepreneur and a society?	2
Q. 10	Why should an entrepreneur be open minded?	2

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

Q. 11	What is Table of Contents? What is its significance in a document?	2
Q. 12	Mention any two operations that can be performed using Macros in a spreadsheet.	2
Q. 13	What do you mean by Hyperlinks in Spreadsheets? Give the two different types of Hyperlinks that can be used in Spreadsheets.	2
Q. 14	Differentiate between DBMS and RDBMS.	2
Q. 15	What causes eye strain and how to avoid it?	2
Q. 16	Mention some important measures that can be taken to prevent slips and falls at workplaces.	2

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

Q. 17	Anu wants to set a template as a custom template in Writer. What steps should she follow to perform this task?	4
Q. 18	What do you mean by Relationship in database? Define all three types of Relationship with suitable diagram of each.	4
Q. 19	Imagine you are a student organizing a fundraising event for your school club. You have a spreadsheet in Calc that lists donations from different sponsors. Each sponsor has contributed multiple times, and you need to summarize the total amount donated by each sponsor. a) Which tool in Calc can be used to create the group automatically? b) Which functions can be applied to the grouped data? c) Which menu option is used to apply this Tool? d) What is purpose of e (-)or (+) signs on grouped data?	4
Q. 20	Sudheer is not clear about the use of a database. Explain to him the following to give him a better understanding of the DBMS concepts. 1. Describe any four advantages of DBMS. 2. State the relationship and difference between a primary and foreign key. 3. Define the structure of a table. 4. What is the difference between a tuple and attribute?	4
Q. 21	What is SQL? What is the use of SELECT command of SQL? Discuss any two DDL and DML command with their syntax.	4