

**O. P. JINDAL SCHOOL, SAVITRI NAGAR**  
**Annual Examination (2023 – 2024)**  
**SET- B**

**Class: IX**  
**Subject: Information Technology (402)**

**MM: 50**  
**Time: 2 Hrs.**

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**(Fifteen Minutes Extra will be given for reading the Question Paper.)**

**General Instructions:**

- This question paper contains four Sections A , B, C and D. Each part is compulsory.
- Section – A is multiple choice question, consists of 10 questions. Each question carries 1 mark
- Section – B Very Short answers, consists of 06 questions. Each question carries 2 marks
- Section – C Short answers, consists of 06 questions. Each question carries 3 marks
- Section – D Long answers, consists of 02 questions. Each question carries 5 marks  
(In one question internal choice)

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**SECTION -A**

**Multiple Choice Questions**

**(10 X 1= 10 Marks)**

**Q1.** Unique address of anything accessible via WWW is identified through its \_\_\_\_\_.

- a) name                                      b) address                                      c) URL                                      d) host

**Q2.** Graphs, Maps, Signboards etc. depict \_\_\_\_\_ type of communication.

- a) Verbal                                      b) Visual                                      c) Non-Verbal                                      d) Written

**Q3.** How much of any given message is transmitted by the specific words used?

- a) 38%                                      b) 18%                                      c) 55%                                      d) 7%

**Q4.** What does the “R” in RAM stands for?

- a) Rewrite                                      b) Random                                      c) Read                                      d) Readable

**Q5.** \_\_\_\_\_ is defined as a driving force responsible to do something.

- a) Self -confidence                                      b) Self-motivation  
c) Over confidence                                      d) Both (a) & (b)

**Q6.** Which of these is a fossil fuel?

- a) Biomass                      b) Coal                      c) Nuclear                      d) Solar Energy

**Q7.** Which of the following key moves the Text cursor to the beginning of the line?

- b) End                      b) Home                      c) Insert                      d) Ctrl

**Q8.** Small boxes around a part of a chart that indicate that is selected are called \_\_\_\_\_.

- a) Points                      b) Handles                      c) Border                      d) Dots

**Q9.** Cell address \$A4 in a formula means it is a:

- a) Mixed Cell reference                      b) Absolute Cell reference  
c) Relative Cell reference                      d) All of the Above

**Q10.** In \_\_\_\_\_ view, you can see one slide at a time and do any editing work in it.

- a) Slide Show                      b) Slide Sorter  
c) Outline                      d) Normal

### **SECTION –B**

**Very Short Answer Type Questions**

**(6 X 2 = 12 Marks)**

**Q11.** What are the methods of forest conservation?

**Q12.** How is entrepreneurship being different from employment?

**Q13.** How is BPM different from BPO?

**Q14.** What are mobile apps? Give some examples.

**Q15.** List at least four tips for positive thinking?

**Q16.** What are the advantages of find or replace feature of word processor?

### **SECTION –C**

**Short Answer Type Questions**

**(6 X 3 = 18 Marks)**

**Q17.** What do you mean by cell referencing? Write its types and explain it briefly.

**Q18.** What is grouping & ungrouping of objects? What is the use of connectors?

**Q19.** What are the types of verbal communication? Explain it in brief.

**Q20.** What is Autocorrect and AutoText feature? What is Page orientation?

**Q21.** What is self-confidence, abilities and interest?

**Q22.** What are the required steps to complete the basic mail-merge process?

## **SECTION – D**

**Long Answer Type Questions**

**(2 X 5= 10 Marks)**

**Q23.** Define:

- i. E-mail
- ii. Server
- iii. Web Client
- iv. Web Site
- v. Outsourcing

**Q24.** What are the components of chart? Explain each in brief.

**OR**

What is the difference between SME and IDE? Write at least five.