

O. P. JINDAL SCHOOL, SAVITRI NAGAR
Periodic Test - I(2025 – 2026) Round 2

Class : IX
Subject: Information Technology (402)

MM: 20
Time: 1 Hr.

General Instructions: All questions are compulsory.

1. Question Paper contains 15 Questions.
 2. Questions 01-05 in Section-A are MCQ type answers each carrying 1 Mark.
 3. Questions 06-10 in Section-B are Short type answers each carrying 1 Mark.
 4. Questions 11-13 in Section-C are Long type answers each carrying 5 Marks.(Any two)
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Section-A

Multiple Choice Questions.

- Q1.** What is the maximum number of columns in LibreOffice Calc ? (1)
- a. 1024
 - b. 255
 - c. 16384
 - d. 256
- Q2.** If you enter 12+24 in a cell, Calc will display _____. (1)
- a. 36
 - b. A12 + A24
 - c. A12:A24
 - d. 12+24
- Q3.** When dealing with how the text/font appears in a spreadsheet, we are talking about: (1)
- a. Content Formatting
 - b. General Formatting
 - c. Structural Formatting
 - d. Auto-Fill Formatting
- Q4.** Which menu option allows you to open the “Format Cells” dialog box? (1)
- a. Tools
 - b. Edit
 - c. Data
 - d. Format

Q5. In _____ chart, only one data series can be plotted.

(1)

- a. Column
- b. Area
- c. Pie
- d. Row Chart

Section-B

Very short type answers.

Q6. What is the short cut key to open Format cells dialog?

(1)

Q7. What is Donut Chart?

(1)

Q8. What are Formulas?

(1)

Q9. What is the default alignment of text in a spreadsheet?

(1)

Q10. What is a cell pointer?

(1)

Section-C

Long type answers. (Any two)

Q11. Give seven applications areas of electronic spreadsheet.

(5)

Q12. What is cell addressing? Explain at least any two of them.

(5)

Q13. What is a Chart? Explain any two charts with an example of it.

(5)