

Please note : • All answer to be written in the answer booklet.

• Attempt all questions and be neat.

Q1). A .Choose the correct option from the following: [15m]






1. The default direction for the <marquee> tag is _____.
a) left to right b) right to left c) bottom to top d) top to bottom
2. A workbook in Excel can contain a maximum of _____ worksheets.
a) 255 b) 256 c) 254 d) 257
3. <TD > tag stands for _____ tag.
a) table design b) table c) table data d) table cell
4. An unsolicited commercial email is known as _____.
a) Virus b) Spyware c) Spam d) Trojanhorse
5. In the Worksheet beside sheet tab , what is the plus sign(+) used for? .
a) modifying the sheet b) Adding a new sheet c) Deleting a sheet
d) numbering the sheet
6. A formula in Excel starts with the _____ sign .
a) + b) - c) * d) =
7. A general term used to refer to viruses , worms , spyware etc is _____.
a) hardware b) malware c) unaware d) adware
8. _____ specifies the path to the location of another website or webpage
a) ALT b) Href c) link d) URL
9. The software that makes a computer work as a data analyser.
a) Word b) PowerPoint c) Spreadsheet d) Database
10. A workbook is saved with this default filename extension.
a) .xlsx b) .pptx c) .docx d) .txt
- 11 The tag used to create an image is _____.
a) <gif> b) c) <image> d) <png>

12. The row height measuring 72 points is equal to ____ inch .
 a) 2 b) 3 c) 5 d) 1
13. Using someone else's work and showing it as your own is called _____.
 a) Softlifting b) Piracy c) Plagiarism d) Hacking
14. How many cell can be active at any given time? .
 a) 3 b) 1 c) 4 d) 2
15. It is a set of acceptable behaviours , while working on a computer or on the internet is called _____.
 a) Cyber Security b) Cyber Safety c) Cyber Ethics d) Cyber Law

B.State whether the following statement are True or False. [5m]

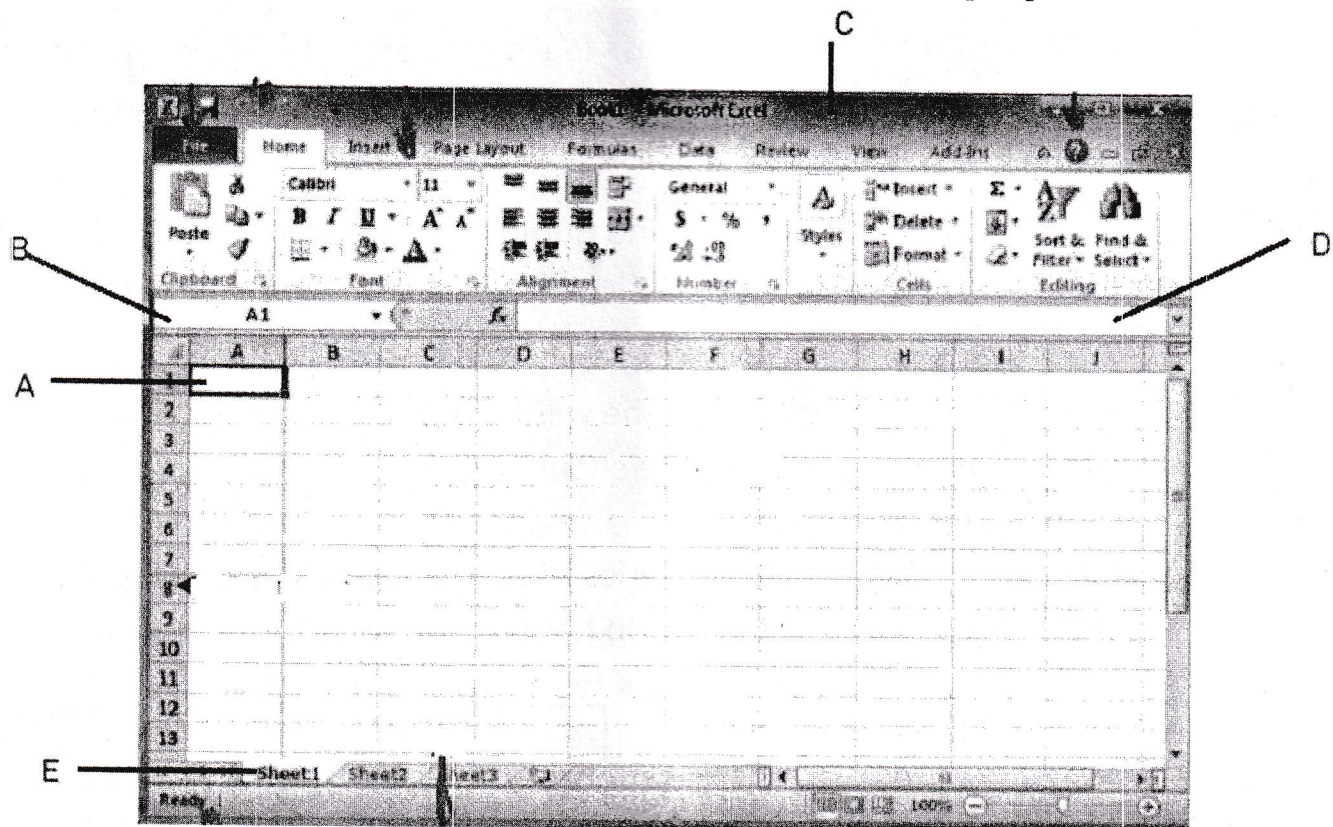
1. You cannot add or remove commands from the Quick Access Toolbar
2. Another name for a cracker is red hat hacker.
3. The anchor element is a container element .
4. An Excel formula cannot contain cell address .
5. If you are cyberbullied by someone you should stop , block and tell about it.

Q2).A.Identify and name the following social media platform: [5m]

Symbols	Name
1. 	
2. 	
3. 	
4. 	
5. 	

B.Label the figure given below:

[5m]



Q3).A. Name the following:

(6m)

1. A collection of cells treated as a single unit.
2. It defines the title for the table in Html.
3. A network security program which tracks incoming and outgoing information.
4. Sending requests to a computer resource in excess many times more than it can handle.
5. It displays the data or formula present in the active cell.
6. A view which divides a worksheet into the size of printable pages.

B. Write the keyboard shortcut for the following.

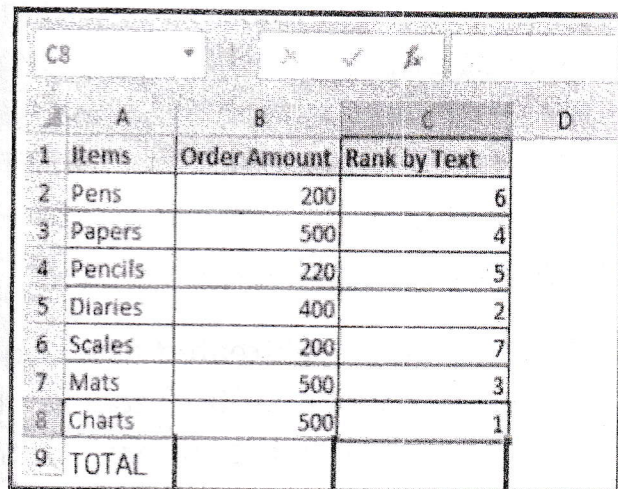
[4m]

1. To reverse the effect of the last action performed on the worksheet.
2. To select a worksheet.
3. To select a column in worksheet.
4. To select a row in worksheet.

Q4).A.Application based question:

[5m]

1. Rohan is given the responsibility by his class teacher to prepare a list of students who are donating money for the flood victims in Gujarat . Suggest to him the software that he should use to create the list ?
2. Mohit wants to copy someone's picture and quotation available online and use them in her project work. Do you think it is legal? If not ,identify the type of unethical practices he is following?
3. Aditi is creating a webpage using HTML . She wants to insert an image using URL "Birthday card.gif". Suggest her the tag she should use ?
4. Adeeba was assigned the task to write a series of numbers from 1 to 10 without using the keyboard in the Spreadsheet . Help her to complete the assignment?
5. Simran has ordered some items and has Prepared an excel to record the data. Suggest Her how can she total the order amount Automatically?



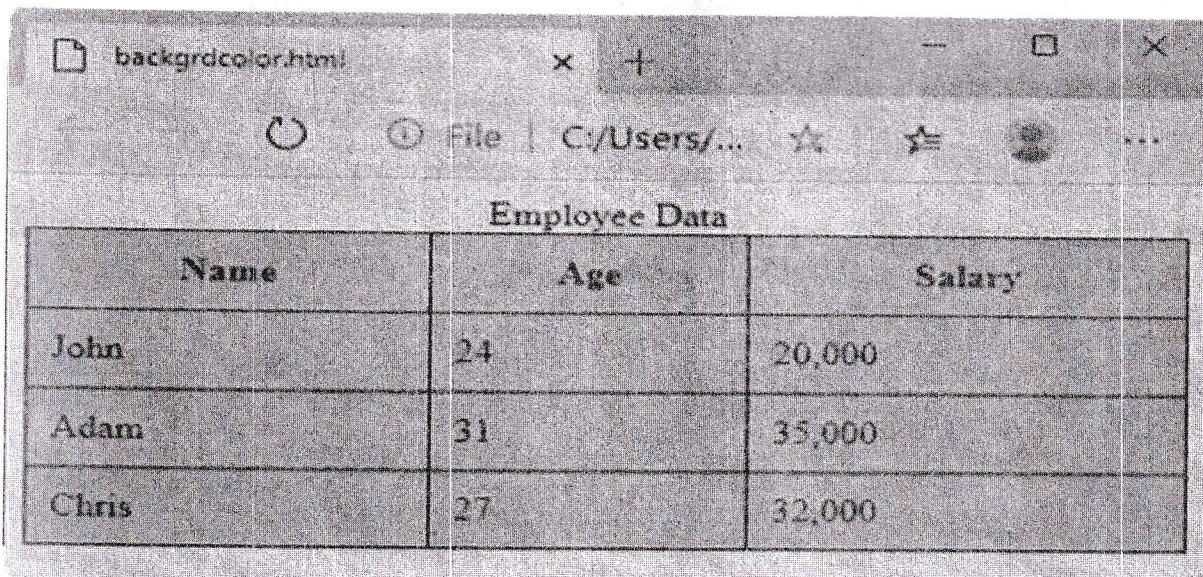
	A	B	C	D
1	Items	Order Amount	Rank by Text	
2	Pens	200		6
3	Papers	500		4
4	Pencils	220		5
5	Diaries	400		2
6	Scales	200		7
7	Mats	500		3
8	Charts	500		1
9	TOTAL			

B. Write the HTML code to create these web pages :

[15m]

1.

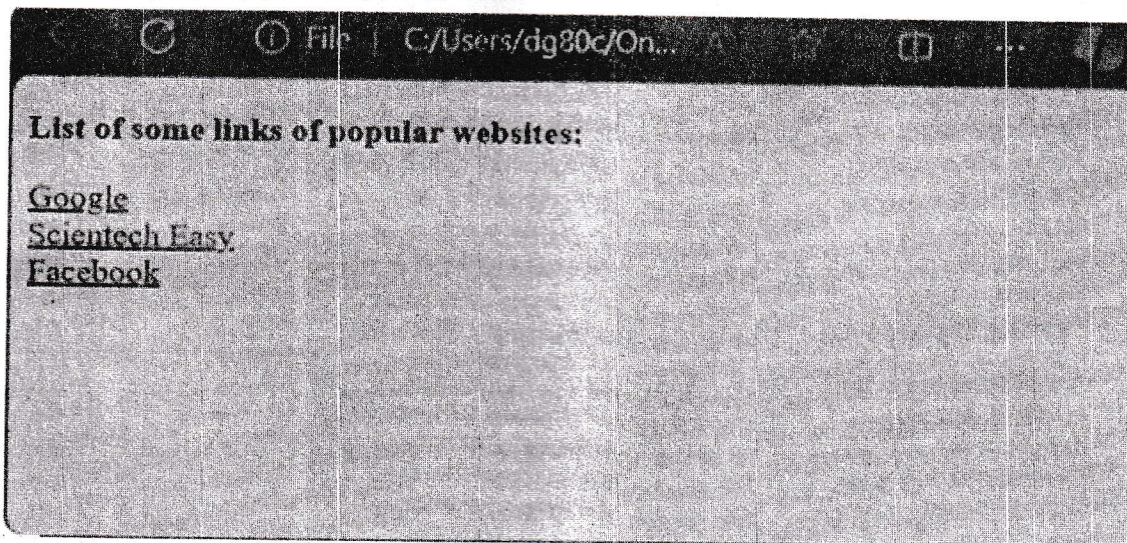
(8m)



Employee Data		
Name	Age	Salary
John	24	20,000
Adam	31	35,000
Chris	27	32,000

2. Create a link for all the three text

(7m)



Q5).A. Answer the following .

[12m]

1. Distinguish between a cracker and a hacker? (2m)
2. Distinguish between a Worksheet and Workbook?(2m)
3. Name any 2 ways to edit the data in a cell?(2m)
4. Mention any 3 advantages of internet?(3m)
5. Name the 3 types of data that can be entered in an Excel cell? (3m)

B. You are provided with an incomplete HTML code for displaying a marquee.

Complete the missing code in the boxes provided such that the filename title is Welcome and the scrolling text is Life is Beautiful in the upward direction:

[4m]

```
<html>
<head>
<title>  </title>
</head>
<body>
<marquee  >
<h1>  </h1>

</body>
</html>
```

C. A birthday party expenses is created in spreadsheet to make an estimate of the expenditure as shown below . Answer the following questions. (4m)

1.State the formula that would be used in the following cells .

i).D4

ii)D9

2.Write down the address of the cell that contains the total number of guests.

3. .Write down the address of the cell that contains the cost of the Hall decoration charges.

	A	B	C	D
1	PARTY EXPENSE			
2	NUMBER OF GUESTS	75		
3	ITEMS	UNIT	COST	TOTAL COST
4	BUFFET	75	120	
5	HALL DECORATION			500
6	RETURN GIFT	69	20	
7	DISCO STAGE		400	
8	HALL CHARGES	1	5000	
9		TOTAL EXPENSESE		

----- ALL THE BEST -----