Sample Paper 07

INFORMATION TECHNOLOGY (402)

Class X Session 2026-27

Time: 2 Hours **Max. 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.

SECTION - A

OBJECTIVE TYPE QUESTIONS

1. Answer any 4 out of the given 6 questions based on Employability Skills

(i) Aarav is a student who constantly sets high expectations for himself to excel in academics and extracurricular activities. Over time, he begins to experience chronic anxiety and stress due to his self-imposed pressure. High expectations from self can leave one with chronic anxiety and stress, thus leading to _____ stress.

(a) Physical (b) Emotional

(c) Mental (d) Financial

(ii) Riya is preparing a presentation on sustainable development for her school project. She is researching solutions that align with the principles of sustainability and comes across some practices that do not support this goal. Which of the following is not a solution for sustainable development?

(a) Education and awareness programs (b) Sustainable agriculture practices

(c) Deforestation and habitat destruction (d) Green technology advancements

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(iii) Meera is preparing for a presentation on communication skills. While researching, she learns about different forms of communication, including non-verbal methods like gestures and facial expressions. Non-verbal communication includes

(a) Written messages (b) Facial expressions

(c) Email communication (d) Phone calls

(iv) A/An _____ creates new needs and new means to satisfy them.

(a) Leadership (b) Innovation

(c) Entrepreneur (d) None of these

(v) Which term means walking in the local park or a similar activity?

(a) Nature walk (b) Motivation

(c) Regulation (d) None of these

(vi) Rohan is learning about computer interfaces in his IT class. His teacher explains different elements of the screen, including small graphical representations used to open files or applications. It is a picture or graphic representation of an application or a file.

(a) Icon (b) Task bar

(c) Status bar (d) Desktop

2. Answer any 5 out of the given 6 questions

(i) Riya works in a school office where she handles admission records. Earlier, she maintained all data in notebooks, but searching or updating information took a lot of time. After switching to a database system, she noticed that storing large amounts of student data became easier, updating records was faster, and she could sort information or generate reports within seconds. Based on her experience, which option correctly describes the facilities offered by databases?

(a) The ability to store a large amount of data in a structured format, easy update, sort query, production of reports.

(b) Easy edition, spell check, perform calculations, library of mathematical functions, replication.

(c) The ability to rotate images, copy and paste, fill scale.

(d) None of the above

(ii) During office training, Aman learned that modern organizations no longer maintain physical files for storing information. Instead, all records—such as employee details, attendance, and salary—are stored digitally using a computerized system. This system helps in efficient data entry, storage, updating, and retrieval. Based on this situation, a computer-based record-keeping system is known as:

(a) Data Manipulation System (b) Computerised Data System

(c) Computerised Record Keeping System (d) DBMS

(iii) During her computer class, Nisha learned that spreadsheet software helps users perform calculations, organize data in rows and columns, and create charts. Her teacher showed examples of early spreadsheet programs that were widely used before modern tools like Excel. Based on this, which of the following is a spreadsheet software?

(a) Lotus 1-2-3 (b) VisiCalc

(c) Both ‘a’ and ‘b’ (d) None of these

(iv) **Assertion (A) :** Online shopping is a form of electronic commerce.
Reason (R) : It allows customers to buy or sell goods over the Internet.

(a) Both A and R are true, and R is the correct explanation of A

(b) Both A and R are true, but R is not the correct explanation of A

(c) A is true but R is false

(d) A is false but R is true

(v) While starting her assignment, Priya didn't want to design the layout from scratch, so she selected a ready-made format that already contained styles and structure. Her teacher explained that this file serves as a model on which new work can be created. Based on this, a template is a model that you use to create _____.

(a) Images (b) Other documents

(c) Design (d) DBMS

(vi) Kavya is studying the architecture of databases in her IT class. She learns that the main role of database servers is to store, manage, and process data efficiently within a system. Database servers are referred to as

(a) Front-ends (b) Back-ends

(c) Clients (d) Model

3. Answer any 5 out of the given 6 questions

(i) While calculating monthly expenses in a spreadsheet, Rohan needed his formula to use values from specific cells. His teacher reminded him that formulas work only when they point to the correct location in the worksheet—either a single cell or a range of cells. Based on this, what refers to a cell or a range of cells that a formula can use?.

(a) Row (b) Column

(c) Auto sum (d) Cell reference

(ii) Which of the following is a set of formats consisting of such things as fonts, colors etc?

(a) Style (b) Margin

(c) Indent (d) Leading

(iii) _____ is a Malware which is designed to spy on the victim's computer.

(a) Virus (b) Spyware

(c) Worms (d) Trojan horse

(iv) Which function cannot be performed through Subtotal in a Spreadsheet?

(a) Sum (b) Product

(c) Average (d) Percentage

(v) Which of the following is not a data type?

(a) Picture/Graphic (b) Date/Time

(c) Text (d) Number

(vi) Pictures can be added to Word documents and they cannot be formatted in various ways.

(a) True

(b) False

4. Answer any 5 out of the given 6 questions

(i) In a document, _____ is used to apply a style to many different areas quickly without having to go back to the Styles and Formatting window and double click every time.

(a) Fill format mode (b) Formatting window

(c) Painter mode (d) Text wrapping

(ii) While analysing sales data, Manish wanted a quick way to group and summarize the totals for each product category in his worksheet. His teacher showed him a feature that automatically organizes data into an outline, making it easier to view grouped summaries. Based on this, which feature creates a summarized outline of data in a worksheet?

(a) Subtotal (b) Solver

(c) Goal Seek (d) Scenario

(iii) A computer _____ controls access between networks.

(a) Fire wall (b) Virus

(c) Spyware (d) Antivirus

(iv) When you define a field for a table, _____ are the names given to column in a table.

(a) Field Name (b) Field Size

(c) Data Type (d) Description

(v) Raj has created a worksheet where he has added all the information of his employees. He wants every employee to go through the worksheet and update their address and phone number, if required. He also would like to know the changes done by his employees. Which feature of spreadsheet he should enable to see the changes made by his employees?

(a) Macro (b) Link workbook

(c) Change worksheet (d) Track changes

(vi) _____ program(s) also offer real-time protection monitoring your computer for any changes by malware software.

(a) Antivirus (b) Anti spyware

(c) Both (a) and (b) (d) None of these

5. Answer any 5 out of the given 6 questions

(i) While designing a poster in her document, Anika inserted a picture and wanted to position it precisely beside a paragraph. Her teacher explained that the way a graphic is placed—either vertically or horizontally—relative to its anchor point is controlled by a specific formatting option. Based on this, which term refers to the vertical or horizontal placement of a graphic in relation to the anchor point?

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(a) Arrangement (b) Alignment

(c) Dentation (d) Margin

(ii) During a career guidance session, Riya's teacher explained that people earn their livelihood by working at a particular place, whether it is an office, shop, school, or factory. This place where a person performs job duties is known by a specific term. Based on this, a _____ is a location or place of employment where someone works to earn a living.

(a) Workplace (b) Home

(c) Society (d) Industry

(iii) Rhea created her own blog to share her thoughts about travel and photography. Every time she writes and publishes a new post, she is performing a specific activity associated with maintaining a blog. Based on this, the action of sharing your opinions or content on a blog is termed as _____.

(a) Blogger (b) Blogging

(c) Tweeting (d) Commenting

(iv) Tanu explained his class that to apply an existing style, except for _____, position the insertion point in the paragraph, frame or page and then double-click on the name of the style in one of these lists.

(a) Window style (b) Character style

(c) Paragraph style (d) Cell style

(v) While preparing his mark-sheet in a spreadsheet, Aman wanted the same formula to be applied to multiple rows without typing it again. His teacher showed him a simple method that allows formulas to be copied quickly across cells. Based on this, how can he copy a formula from one cell to another?

(a) Drag the auto-fill handle (b) Cut the cell

(c) Both (a) and (b) (d) None of the above

(vi) During a database lab session, Vikram learned that Data Manipulation Language (DML) is used to work with the data stored in tables—such as retrieving, adding, or modifying records. His teacher then asked him to identify a command that does not belong to the DML category. Based on this, which of the following commands is NOT a Data Manipulation Language command?

(a) Select (b) Insert

(c) Update (d) Alter

SECTION - B

SUBJECTIVE TYPE QUESTIONS

Direction for Q 6-Q 10 : Answer any 3 out of the given 5 questions on Employability skills. Answer each question in 20-30 words.

6. Ravi is passionate about protecting the environment and is exploring ways to contribute to sustainable development. He wants to understand how acquiring green skills can benefit individuals and society. What are the benefits of acquiring green skills?

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7. How can empathy enhance communication skills?

8. What are the responsibilities of an operating system with respect to file management?

9. Priya is preparing for a workshop on personal development. She wants to identify six key skills required for independent working. What are the skills necessary for independent working? List any six.

10. What are the disadvantages of entrepreneurship?

Direction for Q 11-Q 16 : Answer any 4 out of the given 6 questions in 20-30 words each.

11. What is the role of key fields in a database? Name the keys in a DBMS.

12. How does a router help in maintaining a network ?

13. What is a macro?

14. Rohan is creating a large number of invitation letters for an event. He wants to personalize each letter with unique names and addresses efficiently. How can Mail Merge help Rohan in managing his task effectively?

15. How can you prepare for emergencies?

16. Define the following terms:

(i) Active Cell

(ii) Sheet Tab

Direction for Q 17-Q 21 : Answer any 3 out of the given 5 questions in 50-80 words each.

17. Meera is designing a project in a word processor where she wants to make her document visually appealing by fitting text inside various shapes. She is exploring the steps and options for this feature. Write the steps for text fitting inside a shape in a word processor document. Also, describe its options.

18. Ishita is a teacher. She had entered the marks of all the students and also calculated the total of the students. Now, she wants to sort the data so that she can find the names of the students according to their marks in descending order. Tell her the different steps to sort the data.

19. In databases, managing permissions and securing data from unauthorized access is very important. SQL provides a special set of commands to handle these controls. What do you mean by data control language? Also, give its types.

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20. Rahul is working on an SQL project where he needs to analyze the EmployeeSalary table. He is tasked with identifying the number of fields and records, and writing specific SQL queries based on the data.

Table : Employee Salary					
Last Name	**First Name**	**Dept**	**Payroll Number**	**Salary (₹)**	**Job Title**
Shen	James	Finance	A621	19500	Payroll Clerk
Gupta	Shruthi	Finance	M502	35000	Accountant
Bedi	Reeta	Human Resource	M421	18500	Secretary
Walker	Tia	Sales	W815	24000	Sales Representative
Shafia	Ahmed	Factory	H219	39000	Factory Manager
Mittal	Chavi	Purchasing	M134	20000	Purchasing Clerk

(i) How many fields and records are there in the table Employee Salary?

(ii) Write the SQL queries for the following:

(a) List all data of table Employee Salary.

(b) Display all the records whose salary is less than 25000.

(c) Display the First Name and Job Title of employees having Dept 'Finance'.

21. Aman frequently uses the Mozilla Firefox browser for browsing various websites and online content. As he becomes more aware of digital privacy, he realizes the importance of clearing his browsing history from time to time to keep his personal activities secure. He now wants to learn the correct method to remove previously visited pages from the browser. He is looking for the steps to perform this action. How to clear web history on the Mozilla Fire fox browser?

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