

**B-22**

Roll No.....

Total No. of Questions : **20**

[Total No. of Printed Pages : **4**

**10<sup>th</sup>SZJDAR22**

**6222**

**IT/ITES**

**(Vocational)**

**Time : 2.10 Hours]**

**[Maximum Marks : 60**

**Section-A**

**(Employability Skills)**

**(Long Answer Type Question)**

**6**

1. What are the major problems related to sustainable development ?  
Explain.

*Or*

Explain the following :

- (a) Worm
- (b) Trojan Horse
- (c) Internet Seams

**(Short Answer Type Questions)**

**3 each**

2. What are Online Predators ?  
3. Explain Parts of Speech (any *three*).

**10<sup>th</sup>SZJDAR22-6222**

**Turn Over**

**B-22**

( 2 )

**(Very Short Answer Type Questions)**

2 each

4. Briefly explain Self-motivation.
5. What is Goal Setting ?

**(Multiple Choice Questions)**

1 each

6. (i) Which of the following sentences is in passive voice ?  
(A) Buses runs usually on road  
(B) Hamid is playing football  
(C) The door was broken by Sajid  
(D) All of these
- (ii) Which among of these sentences is an interrogative sentence ?  
(A) You're a good boy, Raj  
(B) Oh, what a beautiful rose  
(C) Is it raining  
(D) All of these
- (iii) What key do you use to copy something ?  
(A) Ctrl + X  
(B) Ctrl + C  
(C) Ctrl + Z  
(D) Ctrl + Y
- (iv) What are the types of words we should use for verbal communication ?  
(A) Short forms (Acronym)  
(B) Simple  
(C) Technical  
(D) Jargons

( 3 )

**Section-B**  
**(Vocational Skills)**  
**(Long Answer Type Questions)** 6

7. Briefly explain features and advantages of Database.

*Or*

Write short notes on the following :

- (i) Query
- (ii) Form
- (iii) Report

**(Short Answer Type Questions)**

3 each

8. Explain in brief Database Table.

9. Name *two* drawing objects that can be drawn or created in a document.

10. What is the purpose of Fire Extinguisher at workplace ?

11. In this Covid-19 Pandemic what are the tips for living healthy ?

**(Very Short Answer Type Questions)**

2 each

12. What are *two* types of images that can be inserted into a word document ? <https://www.jkboseonline.com>

13. Name the *three* What-If analysis tools in Spreadsheet.

14. What are the *two* ways to create reference to other sheets ?

15. What is a drawing object in a Document ?

16. What is Anchor to an Image in a Document ?

17. What is the purpose of Goal Seek in Spreadsheet ?

18. What is a Foreign Key ?

19. What are Hazards ?

**(Multiple Choice Questions)**

1 each

20. (i) A group of related fields in a database is called a :  
(A) Record (B) Object  
(C) Table (D) Form

(ii) Which among the following is used as document software for working with templates ?  
(A) MS-Word/Libreoffice-Writer  
(B) MS-Excel/Libreoffice-Cale  
(C) Both (A) and (B)  
(D) None of these

(iii) Which among the following is a type of Hyperlink ?  
(A) Indirect Hyperlink (B) Direct Hyperlink  
(C) Absolute Hyperlink (D) None of these

(iv) In Spreadsheet macros can be used as :  
(A) Function (B) Formula  
(C) Form (D) Data

(v) The Spreadsheet software used for creating macros is :  
(A) MS-Excel (B) Libreoffice-Cale  
(C) Both (A) and (B) (D) None of these

(vi) A Spreadsheet is a grid of :  
(A) Words (B) Columns and Rows  
(C) Calculators (D) None of these