

SUMMATIVE ASSESSMENT-II, 2017
FOUNDATION OF INFORMATION TECHNOLOGY

Time – 1:30 hrs.

Class-IX

M.M.-50

Name of the student _____ *Section* _____ *Date-06.02.2017 (Monday)*

Q.1 Answer in one word. (15)

- i. To find out minimum values from selected cell which function you will use in calc.
- ii. Absolute reference formed by 18 and column B.
- iii. If you enter 12+24 in a cell, Calc will display _____.
- iv. How would you refer to range starting from 1st column, 1st row and spread till 6th column and 3rd row?
- v. What is default alignment of number in a spreadsheet?
- vi. The Tools related to mail-merge process can be handled through mail merge option of _____ Menu.
- vii. Which chart generated from spreadsheet data would compare values that represent parts of a whole?
- viii. Pie chart can make multiple comparisons. True/False.
- ix. Scatter chart is also known as _____ chart.
- x. In calc general arrangement of data is known as _____.
- xi. Expand the term DBA.
- xii. To create an absolute cell reference _____ sign is used.
- xiii. Unauthorized duplication of computer software is known as _____.
- xiv. LAN stands for _____.
- xv. You can view multiple pages in page preview?

Q.2 Answer in one sentence. (10)

- i. What is chart?
- ii. What is mail merge?
- iii. What is cell reference in calc?
- iv. Write at least four careers in IT
- v. What is cell?
- vi. What is formula?
- vii. What is slide?

- viii. What do you understand by handouts?
- ix. What is Internet?
- x. What is patent?

Q.3 Multiple Choice Question

(5)

- i. Which of the following items is not used in LAN?
 - a) Computer
 - b) Modem
 - c) Printer
 - d) Cable
- ii. Networks are useful because
 - a) No-one can copy your files.
 - b) You only need one printer per network
 - c) The computers use less electricity
 - d) Each user of the network cannot access files easily.
- iii. The cell having bold boundary is the _____ cell
 - a) Last
 - b) Next
 - c) First
 - d) Active
- iv. What is the commonly used unit for measuring the speed of modem?
 - a) Bytes per second
 - b) Baud
 - c) Bits per second
 - d) None of the above
- v. In _____ view, you can see one slide at a time and do any editing work on it.
 - a) Slide show
 - b) Slide Sorter
 - c) Outline
 - d) Normal

PRACTICAL ASSIGNMENT.

(20)

