

Apeejay School, Saket
Final Examination -2019-20
Class -IX
Foundation of Information Technology

Time : 3 Hours

M.M.:80

Section-A

Choose the correct option :

(15x1= 15)

1. Identify an input device
 - a) Printer
 - b) Speaker
 - c) Keyboard
 - d) Monitor
2. Which of the following is not a characteristic of a computer system
 - a) Very fast
 - b) Performs mathematical calculations accurately
 - c) Reliãble
 - d) It can also work in mines
3. Which of the following is not an operating system
 - a) DOS
 - b) Windows
 - c) Linux
 - d) Ms-Word
4. Which one of the following is not a function of the CPU?
 - a) Handling control functions
 - b) Performing arithmetical operations
 - c) Storing data
 - d) File management
5. A collection of eight bits is called -----
 - a) Byte
 - b) Word
 - c) Record
 - d) File

6. What does OCR stands for
- a) Optical Character Reader
 - b) Optical Character Recognition
 - c) Operational Character Reader
 - d) Only Character Reader
7. To store a file having 100 MB in size, which of the following devices can't be used
- a) Floppy disk
 - b) CD
 - c) DVD
 - d) Pen Drive
8. Suppose you have bought all hardware components required for assembling a computer. After assembling the computer system, which will be the very first software to be installed
- a) Hardware system
 - b) Operating system
 - c) Anti Virus Software
 - d) Word Processing Software
9. One thousand bytes represent a
- a) Megabyte
 - b) Gigabyte
 - c) Kilobyte
 - d) None of the above
10. Hard disk is an example of
- a) Primary Memory
 - b) Secondary Memory
 - c) RAM
 - d) ROM
11. The shortcut key for copying selected text
- a) Ctrl +X
 - b) Ctrl + C
 - c) Ctrl + V
 - d) Ctrl +D

12. A bank cheque or bank draft generally contains a specially printed number on it. Which of the following technique is used to read the special characters:

- a) MICR
- b) OCR
- c) OMR
- d) Light Pen

13. Operating system is

- a) a collection of hardware components
- b) a collection of input-output devices.
- c) a collection of software routines
- d) all of the above

14. Which of the following shortcut key is used to save a file

- a) Ctrl + S
- b) Ctrl + A
- c) Ctrl + P
- d) Ctrl + R

15. Speaker is an example of

- a) Input device
- b) Output device
- c) Input /Output device
- d) None

Section -B

16. Name two input device.

2

17. Name two operating system.

2

18. Name the device that is used to for printing text and graphics together with high speed .2

2

19. Identify as Hardware and Software

2

CPU, Windows XP, Monitor, Word Processor

20. Name the devices A, B, C and D.

2



A



B



C



21. Write four advantages of E-mail. 2
22. What is social networking? What are its benefits? 2
23. What are the four fundamental components of a computer system. 2
24. State two tasks used to do by following computers: 2
- a) Personal Digital Computer b) Super Computer
25. What is word processing ? Name two examples of word processor. 2
26. What is cyber bullying and cyber stalking ? 2
27. What is meant by text alignment ? Explain different types alignment used in Writer . 3
28. Define
- a) Software b) Hardware c) File 3
29. What is the function of memory? What are its measuring units? 3
30. State two strengths and weaknesses of computer. 4
31. Write down the steps to Insert picture in document from Gallery. 4
32. Identify which of the following can be categorized as Secondary Memory devices: 4
- i) Keyboard
- ii) Printer
- iii) Hard Disk
- iv) CD-ROM
- v) Mouse
- vi) Pen Drive
- vii) DVD
- viii) Monitor
33. Give one example of each 3
- i) Operating system
- ii) Antivirus software
- iii) Browser
34. Differentiate between Save and Save As command in file tab. 2
35. What is a shortcut menu? What are the shortcuts of copy and paste command 2

36. What is the difference between copying and moving files and folder? 4
37. What are word processors? Name two Word Processors software. 4
38. What do you mean by workbook and worksheet. What is the extension of the file created in spreadsheet. 3
38. Write commands for the operations (a) to © based on the spreadsheet shown: 4

	A	B	C	D	E	F
1	ITEM NAME	RATE (In Rs)	QUANTITY ((In KG)	AMOUNT	DISCOUNT	FINAL AMOUNT
2	SUAGR	40	5			
3	RICE	70	10			
4	PULSES	100	5			
5	FLOUR	60	8			
Grand Total						

- (a) To calculate the Amount of of Item -"Sugar'.
- (b) To calculate the Discount of 20% on Amount for the Item -Rice.
- (c) To calculate Final amount of the Item -Flour.
- (d) To calculate of Grand Total of all items.

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