

2017

INFORMATION TECHNOLOGY (Vocational)

Total marks : 40

Time : 2 hours

General Instructions :

- i) *Approximately 15 minutes is allotted to read the question paper and revise the answers.*
- ii) *The question paper consists of 24 questions. All questions are compulsory.*
- iii) *Marks allocated to each question are indicated against it.*

N.B: *Check that all pages of the question paper is complete as indicated on the top left side.*

Choose the correct answer from the given alternatives:

1. A device that connects a group of dissimilar network is called __ 1
(a) switch (b) hub
(c) gateway (d) router

2. A __ consists of two or more local area network. 1
(a) LAN (b) WAN
(c) MAN (d) PAN

3. OLE stands for 1
(a) Object Linking and Embedding
(b) Object Loading and Embedding
(c) Object Linking and Editing
(d) Object Linking and Exiting

4. Numbers in a spreadsheet software are aligned __ by default. 1
(a) left (b) centre
(c) right (d) justified

5. __ is a process of presenting a topic or information to people. 1
(a) Document (b) Presentation
(c) MS-excel (d) Internet Explorer

6. i) To let a browser display a particular text in bold, __ tag is used. 1
(a) (b) <BOLD>
(c) <BIG> (d)

OR

- . ii) Keyboard shortcut of accessing calendar application is **1**
(a) ctrl+4 (b) ctrl+C
(c) ctrl+2 (d) ctrl+A
7. Bit locker drive encryption encrypts your ___ to help you keep your documents and other data safe. **1**
(a) CD-Rom drive (b) Pendrive
(c) Hard disk drive (d) Google drive

Answer the following questions in about 10-20 words:

8. Define broadband. **1**
9. What is the main advantage of OLE? **1**
10. Define chart. **1**
11. a) How are grammatical errors and spelling errors marked in word processing software? **1**

OR

- b) What is an alignment in MS-Word? **1**
12. What is a chart area? **1**
13. What are animations in a presentation software? **1**
14. a) How many levels of headings are there in html? Which is the biggest size? **1**

OR

- b) Give an example each from web-based and application-based emails. **1**

Answer the following questions in about 20-60 words:

15. Differentiate between peer-to-peer(p2p) and client-server networking architecture. **2**
16. Write any two benefits of word processing application. **2**
17. a) Name any four views of presentation software. **2**

OR

- b) Differentiate between transition and animation. **2**

18. a) To which tag is “ALT” attribute used and what is its purpose? **1+1**

OR

b) List down any four types of impairment or disabilities that affects the computer users. **2**

19. What is page orientation? Write down the steps to set page orientation. **1+1=2**

20. What function does an antivirus software perform? **2**

21. a) Differentiate between system software and application software. **2**

OR

b) What is a meeting? Write the steps to create a meeting. **1+1**

Answer the following questions in about 80-100 words:

22. Define the following:- **4**

a) switch b) router c) bridge d) repeater

23. Explain any four types of charts. **4**

24. a) What is html? Explain any three attributes of a body tag with an example. **1+3**

OR

b) Define the following terms: **(4)**

i) sticky keys ii) toggle keys iii) mouse key iv) sound sentry
