

1

HISTORY OF COMPUTER

Practice time
Page-9

(A)

1. 1641
2. Abacus.
3. Charles Babbage.
4. Integrated circuits.
5. Super computer.

(B)

1. ENIA-C.
2. Transistors.
3. Vacuum tube and punched cards.
4. Charles Babbage.
5. Integrated circuits.
6. PC's.
7. Both a and b.
8. Hollerith's tabulating machine.
9. Napier's bones.
10. Jacquard's loom.

(C)

1. Abacus.
2. Different engine.
3. Fourth generation.

(D)

1. Supercomputer: computer of fifth generation are called super computer. They are based on artificial intelligence and have large storage, high-speed and sense of decision making.
2. Limitation of first generation of computer:
 - A. They were huge in size.
 - B. They were very slow.
 - C. Programming was difficult.
3. Characteristics of fifth generation of computer:
 - A. They have large storage, high-speed, ability to perform complex operation.
 - B. They have the ability to make decision of right kind.
 - C. They are based on artificial intelligence (AI)

Pros of computer of future (Advantages):

- A. They are faster, smaller and cheaper.
- B. They have high storage capacity.
- C. They have distributed computing and parallel computer with large number of CPU's.

Cons of computer of future (Disadvantages):

- A. Robots are consequence of AI, Thus rate of unemployment may increase.
- B. Once programmed robot or machine can't innovate on their own.
- C. The implementation cost is high.

2

MS-WORD TABLES AND MAIL MERGE

Check the knowledge

page-13 1. True

2. False

Practice time

(A)

1. Table.

2. Insert.

3. Remove.

4. Mailing tab.

5. Layout.

(B)

1. Table.

2. Insert tab.

3. Main document.

4. Table styles.

5. Line weight.

6. Table templates.

7. Auto fit.

8. Design and layout.

9. Design.

10. Merge.

3

MORE ABOUT MS-POWER POINT

Check your knowledge

1. True.
2. False.
3. True.

Practice time

(A)

1. Transistor.
2. Several times.
3. Right.
4. Outline view.
5. Ink annotation.

(B)

1. Either of Them.
2. Slide short view.
3. Transition.
4. Both of Them.
5. Motivation.
6. Animation.
7. Animation panel.
8. Once.
9. Notes page view.
10. Shift+F5.

(C)

1. The different categories of transition are –sable (light transitions), exciting (strong transitions) and dynamic content (strong transitions that will affect only content text or image).
2. Viewing a presentation – It means the ways in which a presentation can be viewed/showed to audience. Such view are-slide show view/present view and reading view.
3. Screenshots-They are snapshots of your computer screen.

(D)

1. Animations: It is method of applying motion to objects/picture or text so as make our presentation more appearing to the audience.
2. Advantage of using animation effects in a presentation:
 - A. It entrances our presentation.
 - B. It makes presentation attractive.
 - C. It helps audience build interest in presentation and remain greed to it.

3. Transitions: They are special effects applied on slides.
Effects of transitions on presentation:
 - A. It gives our presentation polished and profession look.
 - B. It gives visual effects to our presentation making it more appearing.

(E)

1. Ankit can use the feature of smart look up of power point to search information on the web. The can type the related word and Bing search engine will shown results related to information we need.
2. Ridhima can use the following feature to insert mathematical formula.
 - i. Ink equations.
 - ii. Ink annotation.

4

WORKING WITH MS-EXCEL

Check the knowlege

page-38 1. True. 2. False.

Check the knowlege

page-42 1. True. 2. False.

Check the knowlege

page-49 1. True. 2. True. 3. False. 4. True.

Practice time

(A)

1. Suit.
2. Rectangle.
3. Spread sheet
4. Entry.
5. Merging.

(B)

1. Spread sheet.
2. Formula Bar.
3. B1:G10.
4. Fill colour.
5. Wrapping.
6. Marque.
7. Paint brush.
8. Mode.
9. Shift + space bar.
10. Label.

(C)

1. Cell Range: It is a selection rectangular area of adjacent cells.
2. Formula: It is a mathematical calculation of numbers with operations.
3. We use formatting in Ms-excel: To change the appearance of spread sheet.

(D)

1. Spread sheet program: A computer program which is used for organizing, analysing and storing data in tabular form.
= Advantage of using spread sheet software:
 - A. Data is organized in tabular form.
 - B. Data can be easily analysed and process.
 - C. Data can be easily manipulated.
2. Rows and columns in Ms Excel: Ms Excel opens blank worksheet after launching .this worksheet consists of lows and columns. Columns start at the top of worksheet and labelled with letters (A, B, C and soon) while rows

start from the left edge of worksheet and relabelled with numbers (1, 2, and soon).

3. Types of data that can be entered in Ms- Excel spread sheet:
 - A. Labels: - These are heading of the columns.
 - B. Values: - Any numbers which can be used in calculation.
 - C. Formulas: - These are mathematical calculation of numbers.

(E)

1. Rahul should use Ms Excel as it is an spread sheet program and stores data in tabular form.
2. Neha should use Ms Excel because data will be stored in tabular form. It will be easy to analyse data using formula and functions.

5

CRIME CYBER

Check the knowlege

page-38 1.

True.

2. False.

Practice time

(A)

1. License.

2. Firewall.

3. Crackers.

4. 2000

5. VeriSign.

(B)

1. Both of these.

2. Software piracy. 3. Anti-Virus.

4. Cyber bullying.

5. Malicious software. 6. Phishing.

7. White hat.

8. Spam bot.

9. Ransom ware.

(C)

1. Cyber crime: Crimes which occur due to unlawful acts when computer is used either as a tool or a Target or both.

2. Categories into which cyber crime can be divided:

A. Crime against an individual person.

B. Crime against property.

C. Crime against an organisation/ society.

3. Spyware: An Unwanted software that steals your internet usage and other sensitive information It send this information on to another person in a way that harms the user.

(D)

1.

Ethical hacker cracker	cracker
A. They are called white hat.	A. They are called black hat.
B. They gain access to system to view fix identified Weakness.	B. They gain access to systems to store sensitive information.
C. They are good for the society.	C. They are bad for society.

2. Phishing: It involves sending emails that appear to come from reliable sources (such as banks) and reveal confidential information, which is then

used fraudulently.

- = Spamming: It is sending unwanted emails and messages using spam-bot application.
- 3. The safety messages one should take to protect his/her computer from cyber criminals:
 - A. Always look for green colour lock in the address field of web browser while visiting a website.
 - B. Always install firewall and anti- virus in your system.
 - C. Always keeps your software updated.
- 4. Cyber security: It is technique of protecting computers, network, programs and data from unauthorized access or attacks that are aimed for exploitation.

(E)

- 1. Supriya should check a green colour lock before the name of website in the address of the web browser after opening it.
- 2. Samir can give the following suggestion:
 - A. Install firewall and anti-virus in computer.
 - B. Do not use pen drive without scanning with anti-virus.
- 3. Anti-virus software.

6

GAMING IN SCRATCH

Check your knowledge

page-62 1. True. 2. False.

Check your knowledge

page-63 1. False. 2. True.

Practice time

(A)

1. Operation.
2. Scripts.
3. Parentheses.
4. Loops.
5. Sqrt.

(B)

1. Local variable.
2. Iteration.
3. Both of them.
4. Global.
5. Inner.
6. Sensing.
7. Answer.
8. Join.
9. Length of.
10. Pointed.

(C)

1. Variable are used to store vales in programming languages, variables can hold only one values at a time, either number or string.
2. The processing of commands which depends on the condition given constitutes conational processing. The program has to follow different paths for true condition and for false condition.
3. Looping refers to the repetition of a particular series of interaction.

(D)

1. Scratch is easies to use as compared to other pogroming languages available for beginners because:
 - A. It is easy to understand.
 - B. It is kid-friendly.
 - C. It has dragged and drop code blocks.
 - D. It is very flexible.
2. Relational operations- These operators link numbers and strings to Boolean values. They can take numbers arguments or string arguments.

EG: - 263 returns true.

463 returns false.

3. Boolean operation: These operators are used to return true or false after executing the given condition. EG: and or not.

(E)

1. Rules for naming variables in scratch:

A. Variable names can include letters, numbers spread characters and blank spaces.

B. They can be long or short.

2. When clicked (green flag icon)

Repeat (10)

Say good morning for (2) sec

Wait (0.5) seconds.

7

INTRODUCTION OF HTML

Practice time

(A)

1. Insensitive.
2. Tag.
3. Two.
4. Attribute.
5. Notepad.

(B)

1. Web browser.
2. Tag.
3. `
`
4. Physical tags.
5. Face.
6. 12pts.
7. Size.
8. `<HTML>`
9. Mark-up.
10. website.

(C)

1. HTML: It is a computer language which is used to create web documents for web. H> type T> text M> mark-up L> language.
2. HTML: HTML tags are instructions that inform the browser where to put things and how to give the desired web page. In HTML each tag opens and closes with an angular bracket.
3. `<HR>` tag and its attributes.
4. `<HR>` tag is used to insert a horizontal line and causes a line break.
Attributes of `<HR>` tag:
Size: Decides thickness of `<HR>`
With: Decides the y.age area converted by `<HR>` on the web page.
Align: Decides the placement of `<HR>` within web page.
Colour: Decides the colour of web page.

(D)

1. Tags that are required in every HTML document:
`<HTML>` tag: It informs web browser that it is an HTML document.
`<HEAD>` tag: It contains information about the document such as links etc.
`<TITLE>` tag: It contains the title of the web pages.
`<BODY>` tag: It contains the data to be displayed on web pages.

2. Purpose of tag: It is used to change the types or style of font which is being used to design the web page.
Attributes of tag:
Face attribute: It specifies font styles.
Size attribute: It specifies colour of the font.
3. The advantage of using more than one font name with the attribute is the endures system does not have the same font style as mentioned in HTML code, then browse will automatically search the next mentioned font style in uses system and display the text.

(E)

1.
 - A. Windows.
 - B. Notepad.
 - C. Web browses.
2. Dipul should use tag for his job.

1

HISTORY OF COMPUTER

ADDITIONAL QUESTIONS

Practice time

(B)

1. They are high level programming language.
 - A. FORTRAN.
 - B. COBOL.
 - C. Both A and B.
2. _____ machine used punched cards to tally the results of census.
 - A. Hollerith's tabulating machine.
 - B. Zune's Z1.
 - C. Jacquard's loom.
3. First calculating device used for Hindu-Arabic nation of numbers.
 - A. Pascaline.
 - B. Abacus.
 - C. Nappier's bones.
4. Device used for creating fabrics with rich detailed patterns.
 - A. Difference engine.
 - B. Jacquard's loom.
 - C. Pascaline.

2

MS-WORD TABLES AND MAIL MERGE

ADDITIONAL QUESTIONS

Practice time

(A)

A. To add a row or a column in an existing table, we use _____ tab.

(B)

1. _____ is a gallery of pre-set formats that can be applied on given table.
 - A. Table styles.
 - B. Table types.
 - C. Table layouts.
2. _____ is used to change the thickness of table border.
 - A. Table weight.
 - B. Border weight.
 - C. Line weight.
3. _____ is gallery of pre- defined formats for tables.
 - A. Quick tables.
 - B. Tables styles.
 - C. Table templates.
4. _____ is a behaviour, which adjusts the table size automatically while entering data into it.
 - A. Quick fit.
 - B. Auto fit.
 - C. Fit to contents.
5. When we click on our table in Ms- word, the two new tabs pop up on ribbon are.
 - A. Design & layout.
 - B. Insert & view.
 - C. Mailings & references.
6. For adding/ removing borders _____ tab is used.
 - A. Table.
 - B. Design.

- C. Layout.
7. _____ group of layout helps in merging or splitting cells.
- A. Table.
 - B. Cell size.
 - C. Merge.

3

MORE ABOUT MS-POWER POINT

ADDITIONAL QUESTIONS

Practice time

(A)

A. The other name of drawing with digits ink is _____.

(B)

- _____ animation allows movement of an objects in a predefined path.
 - Motion path.
 - Emphasis.
 - Exit path.
- A small numbers next to an object shows it has _____ applied on it.
 - Transition.
 - Animation.
 - Preview.
- _____ panel shows all the effects for the current slide in the order they will appear.
 - Animation panel.
 - Task panel.
 - Control panel.
- To play sound during a slide show, you have to click mouse button _____.
 - Twice.
 - Once.
 - None.
- _____ view is not used for creating a presentation.
 - Master view.
 - Notes pages view.
 - Ctrl+f5.

4

WORKING WITH MS-EXCEL

ADDITIONAL QUESTIONS

Practice time

(A)

A. _____ allows combining a cell with adjacent cells to create one large cell.

(B)

1. _____ Button add background colour to a cell or group of cells.

- A. Fill colour.
- B. Prop colour.
- C. Background colour.

2. _____ will automatically modify cell's height and displayed it in multiple lines.

- A. Merging.
- B. Wrapping.
- C. Formatting.

3. Moving dashes are called _____.

- A. Running line.
- B. Clipping.
- C. Marque.

4. _____ icon is seen next to the inserted cells and helps us to formed the newly instead cells.

- A. Paint brush.
- B. Format painter.
- C. Fill colour.

5. _____ indicator in status bar changes to edit while you are editing cell contents.

- A. Status.
- B. Mode.
- C. Key.

6. Shortcut key to select a row.

- A. Shift+ spacebar.

- B. Alt+ spacebar.
 - C. Ctrl+ spacebar.
7. Defines the heading of the columns.
- A. Label.
 - B. Field.
 - C. Within.

5

CRIME CYBER

ADDITIONAL QUESTIONS

Practice time

(A)

- A. Cyber laws are contained in IT act _____.
- B. _____ is a leading internet certificates on authority.

(B)

- 1. _____ is using digital communication tools to make other persons feel anger, sad or scared usually again and again.
 - A. Cyber bullying.
 - B. Cyber crime.
 - C. Cyber security.
- 2. Full form of malware is _____.
 - A. Malicious software.
 - B. Mail software.
 - C. None.
- 3. _____ is fraudulent attempt to obtain sensitive information of data.
 - A. Primary.
 - B. Malware.
 - C. Phishing.
- 4. _____ colour locked padlock icon in the address bar of web browser indicates that the website is secured.
 - A. Green.
 - B. Red.
 - C. Blue.
- 5. _____ hacker are hired by software companies to fix identified weakness.
 - A. White hat.
 - B. Black hat.
 - C. Grey hat.
- 6. Spam emails and messages are sent using _____.
 - A. Spam-hot.

- B. Internet.
 - C. Spam-bot.
7. _____ is a type of malware in which sender demands some amount to free your data/device.
- A. Phishing.
 - B. Ransom ware.
 - C. Spam.

6

GAMING IN SCRATCH

ADDITIONAL QUESTIONS

Practice time

(A)

A. _____ function is used to find square root of a numbers.

(B)

1. A variable for all sprites is _____ variable.

A. Local.

B. Global.

C. Temporary.

2. In scratch, expression in _____ block is solved first and soon.

A. Inner.

B. Outer.

C. Global.

3. The block options available in _____ menu are used to get information from the uses or machine.

A. Sensing.

B. File.

C. Sprite.

4. _____ block is a reporter block which holds the host recent text entered by ask() and wait().

A. Text.

B. Answer.

C. Ask.

5. _____ operator is used to concatenate or link two values together.

A. Combine.

B. Add.

C. Join.

6. _____ block counts the numbers of character in asking or numbers.

A. Length of.

B. Count.

- C. Length.
7. _____ Rectangles return Boolean values.
- A. Founded.
 - B. Pointed.
 - C. Square.

7

INTRODUCTION OF HTML

ADDITIONAL QUESTIONS

Practice time

(A)

- A. _____ provides additional information about HTML document.
- B. _____ is a text editor for windows.

(B)

1. The tags which content the physical appearance of text.
 - A. Closed tags.
 - B. Empty tags.
 - C. Physical tags.
2. _____ attribute of font tag is used to change the style of font.
 - A. Type.
 - B. Style.
 - C. Face.
3. Default value of size attribute of font tag is _____.
 - A. 12pts.
 - B. 10pts.
 - C. 11pts.
4. The attribute which decided the thickness of the horizontal line by <HR> tag is _____.
 - A. Size.
 - B. Width.
 - C. Thick.
5. _____ tag information web browses that the page to be open is a web page.
 - A. <HEAD>
 - B. <HTML>
 - C. <TITLE>
6. HTML is a _____ language.
 - A. Programming.

- B. Learning.
 - C. Mark-up.
7. The collection of web pages constitutes a _____.
- A. Website.
 - B. Web browser.
 - C. Web camera.