

Instructions: *All questions are compulsory.
*Write your answer neat and clean.

I. Tick () the correct option.

[10×1=10]

1. The word communication is derived from the Latin word:
 - a. Comic
 - b. coming
 - c. Comeback
 - d. communes
2. Communication involves at least:
 - a. Zero person
 - b. Two person
 - c. One person
 - d. All of these
3. What is the latest version of Microsoft Windows?
 - a. Windows 8
 - b. Windows XP
 - c. Windows 9
 - d. Windows 10
4. _____ is part of system software:
 - A. Hardware
 - b. Software
 - c. Operating system
 - d. Program
5. Which one is not an example of the hardware of a computer?
 - a. Keyboard
 - b. Monitor
 - c. Software
 - d. Plotter
6. A blog is a discussion or informational website published on:
 - a. Internet
 - b. A network
 - c. World Wide Web
 - d. None of these
7. Which key is not present on home row of the keyboard?
 - a. G
 - b. L
 - c. A
 - d. V
8. What type of device is computer joystick?
 - a. Memory
 - b. Output
 - c. Storage
 - d. Input
9. Choose a product that is meant for reading e-books:
 - a. Yahoo mail
 - b. Amazon kindle
 - c. Google mail
 - d. Yahoo messenger
10. Which of the following can cause the computer to stop its working?
 - a. Power issues
 - b. System failure
 - c. Both of this
 - d. None of these

II. Fill in the blanks.

[10×1=10]

1. _____ use information technology in advertising their products service.
2. _____ companies keep all records up to date with the help of computer database.
3. The _____ key is the longest key on the keyboard.
4. There are 26 _____ keys on the keyboard.
5. _____ is a standard input device.
6. The full form of CPU is _____.
7. Operating system is the _____ of computer system.
8. Click on a _____, some other part of website opens.
9. _____ is also known as internal memory or main memory of the computer.
10. _____ is needed in the computer to store information for a long period of time.

III. Write TRUE or FALSE.

[5×1=5]

1. Hardware and software are not dependent on each other.
2. The final result or meaningful information is called output.
3. The home row is the top row of alphabet keys.
4. The WPM stands for words per minute.
5. Some digital camera can also record moving video with sound.

IV. Write a short paragraph on each given below.

[5]

1. Social networking sites.
2. Education system in India.

V. Define the following.

[5]

1. Articles.
2. Paragraph.
3. Sentence.

VI. Write abbreviation.

[15]

- | | | | | |
|--------|--------|---------|---------|----------|
| 1. ALU | 2. ICR | 3. VDU | 4. TFT | 5. DPI |
| 6. LCD | 7. DVD | 8. SMPS | 9. BIOS | 10. LCFS |

VII. Very short answer type questions. [Any 6]

[15]

1. What is software? Give examples.
2. Explain the modem.
3. Why is secondary memory important in computers?
4. Name any five web browsers.
5. What is touch typing?
6. At what angle should your back should be placed with respect to your legs?
7. What is the best position of middle finger and index finger on the number keypad?
8. How do you create a file?

VIII. Short answers type questions. [Any 3]

[15]

1. What is system software and application software? List three examples for each of them.
2. How digital India help citizen? States two points.
3. Describe five advantages of face book.
4. Write a short note on keyboard.
5. Write some point to be focused when you are sitting in front of computer.
