



SAMPLE QUESTION PAPER-2
Information Technology (402)
Marking Scheme for Class X (Session 2025-26)

Time Allowed: 2 Hours

Maximum Marks: 50

SECTION A: OBJECTIVE TYPE QUESTIONS

Q.1	Answer any 4 out of the given 6 questions on Employability Skills (1 × 4 = 4 marks)	
i.	d) All of these	1
ii.	c) Seek conflict resolution strategies with colleagues	1
iii.	a) It can prevent data from getting corrupt	1
iv.	b) Myth	1
v.	d) None of these	1
vi.	d) All of these	1
Q.2	Answer any 5 out of the given 6 questions (1 × 5 = 5 marks)	
i.	d) Posterize	1
ii.	c) Anchoring	1
iii.	c) Tools	1
iv.	a) \$A\$6	1
v.	d) Both (a) & (b)	1
vi.	d) Sticky Keys	1
Q.3	Answer any 5 out of the given 6 questions (1 × 5 = 5 marks)	
i.	c) Scenario	1
ii.	a) Styles	1
iii.	c) Alignment	1
iv.	a) Crop	1
v.	a) True	1
vi.	c) Bandwidth	1
Q.4	Answer any 5 out of the given 6 questions (1 × 5 = 5 marks)	
i.	c) Sub, End Sub	1



ii.	a) Goal Seek	1
iii.	d) Ergonomic	1
iv.	b) Date of Birth	1
v.	a) Relational	1
vi.	b) It uniquely identifies each record in a table	1
Q.5	Answer any 5 out of the given 6 questions (1 × 5 = 5 marks)	
i.	b) A date field	1
ii.	b) Back-ends	1
iii.	a) Query	1
iv.	b) Chrome	1
v.	d) All of these	1
vi.	b) A Fire Extinguisher	1

SECTION B: SUBJECTIVE TYPE QUESTIONS

Answer any 3 out of the given 5 questions on Employability Skills (2 × 3 = 6 marks)

Answer each question in 20 – 30 words.

Q.6	<p>The four benefits of written communication over oral communication are:</p> <ol style="list-style-type: none"> Permanent Record: Written communication creates a lasting record for future reference or legal purposes. Clarity and Precision: It allows for careful word choice, reducing misunderstandings. Long-Distance Communication: Written communication can be sent over long distances, ideal for remote communication. Revision and Editing: It can be revised and edited before sending, ensuring accuracy and structure. 	2
Q.7	<p>Self awareness is mainly two types:</p> <ol style="list-style-type: none"> Internal self awareness: It represents how clearly we can see our own values, passions, aspirations and reactions including thoughts, feelings, behaviour, strengths, weakness and their impact on others. External self awareness: it means understanding how other people judge us in terms of values, passions, thoughts, behaviour, strength and weakness. This means how you appeared to others and are being perceived by others. 	2
Q.8	<p>Device management is responsible for overseeing and coordinating the operations of hardware devices, ensuring they function efficiently. On the other hand, memory management focuses on managing and regulating the use of the computer system's main memory, ensuring optimal performance and preventing conflicts.</p>	2

Q.9	The four qualities of an entrepreneur are: 1. Leadership: Entrepreneurs inspire and lead their teams, fostering motivation and a positive work culture. 2. Vision: Entrepreneurs have a clear future vision that helps them make strategic decisions for business growth. 3. Passion: Entrepreneurs' passion drives their business forward and helps them overcome challenges. 4. Confidence: Entrepreneurs believe in their ideas and inspire others to support their vision.	2
Q.10	The 17 SDGs aim to address critical global issues related to business, government, and society. They highlight key areas such as poverty, gender equality, water use, energy, climate change, and biodiversity. The goal is to promote sustainable policies and regulations across all sectors to create secure, affordable, and sustainable economic systems for the future.	2
Answer any 4 out of the given 6 questions in 20 – 30 words each (2 × 4 = 8 marks)		
Q.11	Anchoring: It refers to the reference point for the images. This point could be the page, the frame or cell where the object is, a paragraph, or even a character. An image always has an anchor point. Alignment: It refers to the vertical or horizontal placement of an image in relation to the chosen anchor point. Arrangement: It refers to the placement of an image on an imaginary vertical axis. Arrangement controls how images are stacked upon each other or relative to the text. Text wrapping: It refers to the relation of images to the surrounding text, which may wrap around the image on one or both sides, be overprinted behind or in front of the image, or treat the image as a separate paragraph or character.	2
Q.12	Awareness and training: All persons of the organisation should be aware and trained about the basic measures that can be taken to cope up with Fire specially at critical work places such as power plant, mines etc. Fire drill: Mock drills should be conducted at regular intervals. Fire safety equipment: An Organisation should install, keep and maintain certain equipments like suppression system, smoke alarm, fire extinguishers etc. for fire safety. Fire escape plans: A demonstration board displaying all the emergency exit along with directions should be displayed at all levels. Restricted smoking: An Organisation should prohibit smoking in its building as well as within the campus.	2
Q.13	What-If Analysis feature allows us to explore different scenarios by changing input values and observing their impact on the outcome of formulas on the worksheet. It's a powerful tool for decision-making, sensitivity analysis, and understanding how changes affect outcomes. The different tools of What-If Analysis are: <ul style="list-style-type: none"> • Goal Seek • Solver • Multiple Operations 	2

Q.14	It is important to create relationships between tables in a database because of several reasons. These relationships help to ensure data integrity, reduce data redundancy, and improve the efficiency of queries. By establishing relationships, you can enforce rules that maintain consistency and accuracy of the data.	2
Q.15	In the workplace, safety focuses on preventing accidents and ensuring the physical well-being of employees. Security is a fundamental aspect of any organisation, essential for safeguarding employees, assets and sensitive information against a range of threats. It involves broad spectrum of practices and measures aimed at preventing harm, ensuring safety and maintaining the integrity of both physical and digital environment.	2
Q.16	A document hyperlink is a reference that allows users to click on a piece of text to navigate to another location or resource, which can be within the same document or in another document. This navigation can be to a specific section, another file, or even a webpage on the internet.	2
Answer any 3 out of the given 5 questions in 50 – 80 words each (4 × 3 = 12 marks)		
Q.17	<ul style="list-style-type: none"> a) Track Changes allows multiple writers to make changes while preserving the original content. b) The Track Changes feature can be accessed from the 'Review' menu . c) Yes, reviewers can add comments. d) Once the changes are made by all the reviewers, the original author or a designated editor can accept or reject the changes. This ensures that the final document reflects the desired content and quality. 	4
Q.18	<ul style="list-style-type: none"> a) Data Consolidation b) Average() c) Data Menu d) Sum() and Min() 	4
Q.19	<ul style="list-style-type: none"> a) A database management system is a software package that controls the creation, maintenance and use of a database. It allows organisations to keep databases for various applications according to their needs. b) DBMS improves data integrity, Data security, and Data sharing capabilities and it also reduces data redundancy, minimizes inconsistencies, and facilitates easier data retrieval and modification. c) LibreOffice Base, MySQL. d) A primary key should be a field (or a combination of fields) in a database table that uniquely identifies each row in that table. So. ISBN can be the Primary Key. 	4

Q.20	<p>a) In DBMS, a form is a user-friendly way to input data into a database table that provides an interactive interface to enter and manage information.</p> <p>b) In LibreOffice Base, forms can be created using two primary methods: the Form Wizard and Design View.</p> <p>c) In LibreOffice Base, various tools for adding or editing controls on a form can be found within the Form Controls toolbar and the Form Design toolbar.</p> <p>d) The Records Toolbar in a form within LibreOffice Base is used to manage and navigate data within a connected database table. It provides tools to move between records, add new records, delete existing ones, and save changes.</p>	4
Q.21	<p>a) The two key features of Instant Messaging are:</p> <ol style="list-style-type: none"> 1. Real-time Communication: Instant messaging allows users to send and receive messages instantly without any delay. 2. Multimedia Sharing: It enables users to share images, videos, documents, and links along with text messages. <p>b) A blog is an online platform where individuals or organizations can share information, opinions, experiences, or updates in the form of posts. Blogs are usually organized by date, topic, or category and allow readers to comment or interact with the content.</p> <p>The two websites that offer free offline blog editors are:</p> <ol style="list-style-type: none"> 1. Open Live Writer 2. BlogDesk 	4