



SAMPLE QUESTION PAPER-1
Information Technology (402)
Class X (Session 2025-26)

Time Allowed: 2 Hours

Maximum Marks: 50

General Instructions:

1. Please read the instructions carefully.
2. This Question Paper consists of **21 questions** in two sections – Section A & Section B)
3. Section A has Objective type questions whereas Section B contains Subjective type questions.
4. **Out of the given (5 + 16 =) 21 questions, a candidate has to answer (5 + 10 =) 15 questions in the allotted (maximum) time of 2 hours.**
5. All questions of a particular section must be attempted in the correct order.
6. **SECTION A – OBJECTIVE TYPE QUESTIONS (24 MARKS):**
 - i. This section has 05 questions.
 - ii. Marks allotted are mentioned against each question/part.
 - iii. There is no negative marking.
 - iv. Do as per the instructions given.
7. **SECTION B – SUBJECTIVE TYPE QUESTIONS (26 MARKS):**
 - i. This section contains 16 questions.
 - ii. A candidate has to do 10 questions.
 - iii. Do as per the instructions given.
 - iv. Marks allotted are mentioned against each question/part.

SECTION A: OBJECTIVE TYPE QUESTIONS

Q.1	Answer any 4 out of the given 6 questions on Employability Skills (1 × 4 = 4 marks)	
i.	Which of the following is not an Element of Communication? a) Sender b) Receiver c) Message d) Calculator	1
ii.	What makes you complete work or studies without others cheering you on? a) Self-confidence b) Communication c) Self-motivation d) Self-esteem	1



iii.	A person who becomes an entrepreneur goes through a career process. Which of the following is not a part of the career process? a) Enter b) React c) Grow d) Survive	1
iv.	The correct sequence of the Four Steps for Effective Time Management is: a) Step 1 - Track, Step 2 - Prioritise, Step 3 - Control, Step 4 - Organise b) Step 1 - Organise, Step 2 - Prioritise, Step 3 - Control, Step 4 - Track c) Step 1 - Organise, Step 2 - Prioritise, Step 3 - Track, Step 4 - Control d) Step 1 - Prioritise, Step 2 - Control, Step 3 - Organise, Step 4 - Track	1
v.	Which of the following is not a part of sustainable development? a) Recycling and reusing waste materials b) Planting more trees c) Overusing natural resources for faster growth d) Conserving renewable bio-resources through scientific methods	1
vi.	Which of the following functions is not performed using a mouse. a) Turn on b) Hover c) Right click d) Drag and Drop	1
Q.2 Answer any 5 out of the given 6 questions (1 × 5 = 5 marks)		
i.	Changing the text colour, text size, highlighting text and emphasising it is an example of _____ Style a) Page b) Paragraph c) Character d) Frame	1
ii.	The text or image which appears faintly in the background of a page is called _____. a) Watermark b) Copyright c) Trade mark d) Embossing	1
iii.	Which of the following tabs is by default active when the Table of Contents, Entries or Bibliography dialog box is opened? a) Entries b) Background c) Styles d) Type	1

iv.	Which of the following is the shortcut key to open the Templates dialog box? a) Ctrl+Alt+N b) Ctrl+Alt+T c) Shift+Ctrl+N d) Shift+Alt+T	1
v.	Which of the following menus contains the Track Changes option? a) View b) File c) Edit d) Insert	1
vi.	After the Track Changes feature is ON, the added characters are shown as _____ text. a) Strikethrough b) Underlined c) Highlighted d) Colored	1
Q.3 Answer any 5 out of the given 6 questions (1 × 5 = 5 marks)		
i.	Which of the following features is not used for data analysis in spreadsheets? a) Consolidating data b) Goal Seek c) Subtotal d) Page Layout	1
ii.	Which tool is used to predict the output while changing the input? a) Consolidate function b) What-if scenario c) Goal seek d) Find and Replace	
iii.	Which of the following features is used to jump to a different spreadsheet from the current spreadsheet in LibreOffice Calc? a) Macro b) Hyperlink c) connect d) Copy	1
iv.	The Recording Changes feature of LibreOffice Calc provides different ways to record the changes made by _____ in the spreadsheet. a) the system b) the formulas c) the users d) the printer	1

v.	Click on the Edit menu, Track Changes and then select _____ to record the changes in the spreadsheet. a) Show Changes b) Record c) Manage d) Accept or Reject	1
vi.	_____ is used to add notes or suggestions to a cell in a spreadsheet. a) Comment b) Formula c) Hyperlink d) Data Consolidation	1
Q.4 Answer any 5 out of the given 6 questions (1 × 5 = 5 marks)		
i.	The details associated with an entity are called _____. a) Table b) Attributes c) Records d) Primary key	1
ii.	A _____ is a feature of a database using which we can enter data in a table in an easy and user friendly manner. a) query b) report c) form d) field	1
iii.	The output of a query may be displayed in the form of _____. a) Data b) Form c) Report d) Date	1
iv.	If a field or a combination of fields of one table can be used to uniquely identify records of another table, then that particular field is known as _____ key. a) Candidate b) Alternate c) Primary d) Foreign	1
v.	While entering records in a table, we can move to the next field by pressing the _____ key. a) Tab b) Ctrl c) Enter d) Shift	1

vi.	_____ is one of the most common types of relationship between the tables in a database. a) One-to-one b) Many-to-many c) One-to-Two d) One-to-many	1
Q.5	Answer any 5 out of the given 6 questions (1 × 5 = 5 marks)	
i.	Which kind of hazards can occur in the IT industry? a) Biological b) Chemical c) Physical d) Ergonomic	1
ii.	Injuries and illness of the employees is prevented through national policy on _____. a) Occupational Health and Safety b) Self Care c) Security d) Citizenship	1
iii.	Occupational overuse syndrome, also known as _____. a) Virus syndrome b) Repetition strain injury (RSI) c) Overworked Syndrome d) Hypertension	1
iv.	The security department organisation is not responsible for _____. a) Monitoring entry and exit points b) Safeguarding people and property c) Installing software updates d) Preventing unauthorized access	1
v.	_____ Should be quickly accessible to the employees. It should contain all the important items required to deal with common problems such as cuts, burns, headaches and muscle cramps. a) Fire extinguisher b) First aid box c) Safety manual d) Emergency exit plan	1
vi.	Which of the following materials is classified as Class C in fire safety? a) Wood and paper b) Gasoline and grease c) Electrical equipment d) Magnesium and potassium	1

SECTION B: SUBJECTIVE TYPE QUESTIONS

Answer any 3 out of the given 5 questions on Employability Skills ($2 \times 3 = 6$ marks)
Answer each question in 20 – 30 words.

Q.6	Give any two methods of communication?	2
Q.7	Explain in short the ABC of Stress Management?	2
Q.8	What is the primary function of BIOS in a computer system?	2
Q.9	List any two qualities of a successful entrepreneur.	2
Q.10	What are the Sustainable Development Goals (SDGs), and when were they launched?	2

Answer any 4 out of the given 6 questions in 20 – 30 words each ($2 \times 4 = 8$ marks)

Q.11	Give two different ways to create a Custom Style?	2
Q.12	State advantages of extracting data from a web page into a spreadsheet.	2
Q.13	What is a Relational Database Model? Who proposed this model?	2
Q.14	What are physical hazards? Give examples.	2
Q.15	How can you reduce the risks of visual problems? Give any two reasons.	2
Q.16	Differentiate between Candidate key and Alternate Key?	2

Answer any 3 out of the given 5 questions in 50 – 80 words each ($4 \times 3 = 12$ marks)

Q.17	<p>Reema is preparing a school project using LibreOffice Writer. She wants to insert images and diagrams to make her project more attractive and organized) Help her to do the following:</p> <ol style="list-style-type: none"> Give the steps to insert an image? What is the difference between cropping and resizing? What do you mean by Text Wrapping? Give the steps to delete an image? 	4
Q.18	<p>Every day, Rohan receives a spreadsheet where he needs to highlight all sales figures above 10,000 by changing the cell background to green and making the text bold) Doing this manually for hundreds of cells takes a lot of time. He decided to use macros in LibreOffice Calc)</p> <p>Answer the questions based on this:</p> <ol style="list-style-type: none"> Give one advantage of using macros. Give the steps to record a new macro What is the default name of the macro created Give one action that cannot be recorded using a macro 	4

Q.19	<p>Table : BOOK</p> <table><tr><th>BOOKID</th><th>BOOKNAME</th><th>COST</th><th>PUBLISHER</th><th>AUTHOR</th></tr><tr><td>B101</td><td>The invisible Man</td><td>350</td><td>Penguin</td><td>H.G. Wells</td></tr><tr><td>B102</td><td>Wings of fire</td><td>275</td><td>Universities Press</td><td>Dr. A)P.J. Abdul Kalam</td></tr><tr><td>B103</td><td>The Alchemist</td><td>300</td><td>HarperOne</td><td>Paulo Coelho</td></tr></table> <p>Answer the questions based on the above table created in RDBMS :</p> <p>a) Which field should be made the primary key?</p> <p>b) What are attributes? How many attributes are there in the above table.</p> <p>c) What are tuples? How many tuples are there in the above table.</p> <p>d) What is a data Value? Give an example from the above table.</p>	BOOKID	BOOKNAME	COST	PUBLISHER	AUTHOR	B101	The invisible Man	350	Penguin	H.G. Wells	B102	Wings of fire	275	Universities Press	Dr. A)P.J. Abdul Kalam	B103	The Alchemist	300	HarperOne	Paulo Coelho	4
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Q.20	<p>Riya is working in a laboratory where flammable chemicals are used regularly. She notices a small fire near the storage shelf and wants to act immediately while keeping herself and others safe.</p> <p>Answer the following based on the above situation:</p> <p>a) What is the first thing Riya should do when she sees the fire?</p> <p>b) Name any two fire prevention practices in the workplace.</p> <p>c) Why should fire exits never be blocked?</p> <p>d) What is the role of fire drills in fire safety?</p>	4																				
Q.21	<p>Ritika is designing a student database in MySQL. She is confused between using CHAR(10) and VARCHAR(10) for storing student IDs. Help her understand the difference by answering the following:</p> <p>a) What is the main difference between CHAR and VARCHAR data types?</p> <p>b) In which situation is CHAR more suitable than VARCHAR?</p> <p>c) Ritika enters a 6-character ID into a column defined as CHAR(10). How much space will it occupy?</p> <p>d) Name the datatype used to store only two values- True or False.?</p>	4																				