

## IT-ITES Marking Scheme for Model Question of Class 9<sup>th</sup>

| Ser No | Answer                                                                           | Mark |
|--------|----------------------------------------------------------------------------------|------|
| 1.     | Concept and example                                                              | 5    |
| 2.     | Write steps to insert image<br>Or<br>Concept and type pf key                     | 5    |
| 3.     | Steps to create table and insert column<br>Or<br>Write any 5 Avantages of writer | 5    |
| 4.     | Standard, Formatting, Status                                                     | 5    |
| 5.     | Concept , Use and steps                                                          | 3    |
| 6.     | Name box, functions wizard, sum, function                                        | 3    |
| 7.     | Write steps to insert image                                                      | 3    |
| 8.     | Any 6 tips<br>Write health, safety rule                                          | 3    |
| 9.     | . Communication and its type<br>Or<br>Basic safety rules                         | 3    |
| 10.    | Taskbar, Text panel, keyboard, Lesson Control Panel                              | 2    |
| 11.    | Definitions                                                                      | 2    |
| 12.    | Definitions                                                                      | 2    |
| 13.    | Define communication                                                             | 2    |
| 14.    | Use of slide pane and task pane<br>Or<br>Verbal communication                    | 2    |
| 15.    | Note on BPM industry<br>Or any 3 hazard                                          | 2    |
| 16.    | (B) Bargaining                                                                   | 1    |
| 17.    | (a) <u>Joint Photographic Experts Group</u>                                      | 1    |
| 18.    | (C) .odt                                                                         | 1    |
| 19.    | (B) <u>Ctrl+A</u>                                                                | 1    |

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|-----|---------------------------------------|---|
| 20. | (a) Internet service provider         | 1 |
| 21. | (A) Memory                            | 1 |
| 22. | Pause                                 | 1 |
| 23. | Action                                | 1 |
| 24. | Self control or self regulation       | 1 |
| 25. | File                                  | 1 |
| 26. | F5                                    | 1 |
| 27. | Magnetic Resonance Imaging            | 1 |
| 28. | Business Process Outsourcing          | 1 |
| 29. | Read Only Memory                      | 1 |
| 30  | Information Technology Enable service | 1 |