

COMPUTER SCIENCE (THEORY)-X

Time Allowed: 3 hours]

[Maximum Marks:35

Candidates **A**re required to give their answers in their own words **A**s far **A**s **P**racticable.

Marks **A**lotted to **E**ach question **A**re indicated **A**gainst it.

Special Instructions:

- (i) While answering your questions, you must indicate on Your Answer-book the same question No. as appears in your Question Paper.
- (ii) Do not leave blank page or pages in your Answer-book.
- (iii) All questions are compulsory. Internal choices are given.

Q.1 **S**tate whether the following statements are **T**ruE or **F**alse (1x10= 10)

- i) **P**lotter is an input device designed to produce high quality graphics.
- ii) **M**onitor and printer are output devices.
- iii) **B**rowser is a program that lets you view HTML documents.
- iv) **G**oogle is not a search engine.
- v) **P**rint preview has WYSIWYG feature.
- vi) **H**eaders are printed at the bottom of every page.
- vii) **C**trl+A command is used to select the document.
- viii) **A**uto fill feature fills series of data in a worksheet.
- ix) **C**ell is an intersection of row and column.
- x) You can not change the chart type after you create a chart.

Q2. (a) What are guidelines for handling Overhead Projector? 2

Or

Explain (a) Fax machine (b) Inkjet Printers

(b) What is LED? What are its advantages? 2

Q3. (a) Write difference between LAN and WAN? 3

Or

What do you mean by Web Browser? Name any three Web Browsers?

(b) Define Search engine. How we can use Search engine? 3

Or

Define Email Write the steps to send a mail?

Q4. (A) What do you understand by MS-Word? Explain its features.

3

Or

Explain (i) Subscript and Superscript (ii) Clipboard

(b) What is Mail Merge? Write steps for creating a mail merge.

4

Or

What do you mean by Text Alignment? Explain different ways to align your text.

(c) Explain Bullets and Numbering feature of MS-Word?

2

Q5. (A) What do you mean by MS Excel? Explain its features.

3

Or

Explain (i) SUM () (ii) MAX ()

(b) What do you mean by Cell Reference? Explain various types of Cell Reference.

3

Or

Define Chart? What are its types?