

DPS BAHADURGARH

BLUE PRINT OF FA

Subject : Computers

GRADE VII

OBJECTIVE QUESTIONS IN THE GIVEN FORMAT 30M

- | | |
|---|----|
| 1) FILL IN THE BLANKS | 5M |
| 2) TRUE/FALSE | 5M |
| 3) M.C.Q | 5M |
| 4) APPLICATION BASED QUESTIONS | 5M |
| 5) FULL FORMS/DEFINE | 5M |
| 6) VALUE BASED QUESTIONS IN THE
FORM OF IMAGES/PROGRAMMING | 5M |

SUBJECTIVE QUESTION AND ANSWER OF 20M

1MARKS AND 2MARKS

DELHI PUBLIC SCHOOL, BAHADURGARH

Summative Assessment - Sample Paper

Class: VII Subject: Computer

Time: 3 hrs.

M.M:90

Name: _____

Section: _____

Roll No: _____

Total no. of pages:3

Instructions:

1. Attempt all the questions.
2. Marks are indicated against each question.
3. Attempt the paper neatly and sketch the line after completing each part.

Q1: Fill in the blanks

[1*10=10]

1. The base of Octal number system is _____.
2. Hexadecimal number system consists of _____ digits.
3. With numeric keypad in mouse mode, the _____ key is used for diagonally left-upward movement.
4. Windows has simplified the task of _____ in computers.
5. A database is a collection of _____ information.
6. To search a record with specific value, click on the _____.
7. _____ are input to the functions, which accept values as number or text.
8. A formula always begins with a _____ sign and is used to perform _____.

9. We can insert pictures in a worksheet using _____ option.
10. Virus _____ the normal operation of a Computer.

Q2. True / False

[1*10=10]

1. A chart is updated automatically with the change in data.
2. The sticky key feature automatically deactivates itself if two keys are pressed together.
3. X-axis is the horizontal axis.
4. The numbers used in octal number system are 1 to 7.
5. Ada Lovelace introduced the concept of zero.
6. AVERAGE function is used to find sum of values.
7. In relative referencing, '\$' sign is used before the cell co-ordinates.
8. Sheet tab cannot be renamed.
9. All the worksheets cannot be deleted in a workbook.
10. Form provides the option to delete a particular record.

Q3. Multiple Choice Questions.

[1*10=10]

1. Computer understands only _____ language.
 - a. English
 - b. French
 - c. Binary
 2. To perform division on Binary number, divide the number by _____.
 - a. 4
 - b. 2
 - c. 8
- 1
3. _____ uses 16 symbols to represent numbers.
 - a. Hexadecimal
 - b. Decimal
 - c. Octal
 4. _____ is a system folder using which appearances and current setting of windows can be changed.
 - a. Control Panel
 - b. Windows explorer
 - c. My documents
 5. Which key is used to group multiple worksheets?
 - a. Shift
 - b. Ctrl
 - c. Enter
 6. Which function returns the remainder after a number is divided by the divisor?
 - a. MOD
 - b. POWER
 - c. SUM
 7. To use the sheet reference, we have to specify the address in which of the following way.
 - a. D1!sheet1
 - b. Sheet1,D1
 - c. Sheet1!D1
 8. Name the special window that displays data, when you insert a chart.
 - a. Datasheet
 - b. Database
 - c. Sheet
 9. Which option is used to restrict the cell entries within the specified range?
 - a. Advanced Filter
 - b. Data validation
 - c. Pivot Table

10. Which button under Data tab is used to remove a duplicate value from a column?

- a. Remove data b. Remove c. Remove duplicates

Q4. Application Based Questions.

[1*5=5]

1. Ratika's computer teacher has given an assignment to Sourav on Binary subtraction. Sourav is confused how to subtract 1 from 0. Help him in solving the problem.
2. Meenakshi has stored various files in her laptop. She wants to view all the files with detailed information including name, type, size and date modified. Suggest her the view format which would fulfill her requirement.
3. Ritu has to complete her assignment and submit it on next day. While typing, all of a sudden, the keyboard of the system stopped working. Suggest her the alternative to complete the assignment.
4. Tripti has created a chart. She wants to improve the appearance of her chart by changing the background colour its plot area. Which option will you suggest her to perform this task.
5. Varsha's computer has got infected with a virus which lead to the frequent hanging of the system. Which software will you suggest her to install in order to solve.

Q5. Short cut for the following:

[1*5=5]

1. To Cut
2. To Paste
3. To Save
4. To Undo
5. To Redo

2

Q6. Differentiate between

[2*5=10]

1. Windows 7 and Windows 8
2. Relative and Mixed reference
3. Workbook and Worksheet
4. Trojan Horse and Worm
5. Computer Virus and Biological Virus

Q7. Some Students are planning a school Promotional event. Read the table and answer

	A	B	C	D	E
1					
2	Number of students paying			150	
3					
4	Expenditure	Cost of each	Number Needed	Total Cost	
5	coach hire	5000	4	20000	
6	Function Rooms	700	3	2100	
7	Decorations (per room)	1250	3	3750	
8	Three Course Meal	500	150	75000	
9	soft drinks	50	150	7500	
10					
11					
12	Total Cost			108350	
13					
14	cost per student			722.33	
15					
16					
17					

Q1-Q5 [1*5=5]

Q1. What is the cell reference of the shaded cell?

Q2. Name the data/value types that have been used in this spreadsheet.

Q3. What formula has been used to calculate the cost per student in D14

Q4. All students will pay Rs. 500. How much money will be raised by the collection? You have to write this in D16 , write the formula.

Q5. Write the formula for how much extra money is needed to store in D17.

Q8. Define

[1*5=5]

1. Hexadecimal number system
2. Control Panel
3. Formulas
4. Field Name
5. Virus

Q9. Answer the following

[20]

1. Which option is used to change Date and Time settings?

[1]

2. What do you mean by functions in Excel?

[1]

3

3. What do you mean by conditional formatting?

[1]

4. Explain Consolidating Data.

[1]

5. What is Chart?

[1]

6. What is Antivirus?

[1]

7. Which Virus was first detected on ARPANET in the early 1970's

[1]

8. Name four popular viruses.

[1]

9. Name and explain four different view formats.

[2]

10. Explain how we use Ranges in formulas.

[2]

11. Write steps to add a new Record in a form

[2]

12. Write and explain all four chart types.

[2]

13. Name two types of Viruses and explain them.

[2]

14. State any four Virus symptoms.

[2]

Q11. Do as Directed

[2*5=10]

1. Convert following Decimals into binary

(a) 108

(b) 94

2. Convert following binary into decimals

(a) 11100011

(b) 101011011

3. Add

(a) 10101 + 00111

(b) 101010001 + 0101011

4. Subtract

- (a) 110111-101110 (b) 11001001 - 01100110
5. Multiply
- (a) 111011011 X 1011 (b) 10001001 X 100101
-

DELHI PUBLIC SCHOOL, BAHADURGARH
Summative Assessment - Sample Paper

Class: VII	Subject: Computer	Answer Key	M.M:90
Name: _____	Time: 3 hrs.	Section: _____	Roll No: _____
			Total no. of pages:6

Instructions:

4. *Attempt all the questions.*
5. *Marks are indicated against each question.*
6. *Attempt the paper neatly and sketch the line after completing each part.*

Q1: Fill in the blanks

[10]

11. 8
12. 16
13. Content
14. Managing Data
15. Large
16. First button
17. Arguments
18. Calculations
19. Disrupts

Q2. True / False

[10]

11. True
12. True
13. True
14. False
15. False
16. False

17. True
18. False
19. False
20. True

Q3. Multiple Choice Questions.

[10]


11. Binary.
12. 2
13. Hexadecimal
14. Control Panel

1

15. Shift
16. MOD
17. Sheet1!D1
18. Datasheet
19. Data Validation
20. Remove Duplicates

Q4. Application Based Questions.

[5]

6. Carry 1 from the neighbor to make 10 then subtract 1 from 10.
7. Details option  in.
8. Onscreen Keyboard by typing OSK in (Ctrl+R)
9. Right click on the Plot Area and select format in Plot Area Option.
10. Antivirus Software

Q5. Short cut for the following:

[5]

6. Ctrl + X
7. Ctrl + V
8. Ctrl + S
9. Ctrl + Z
10. Ctrl + Y

Q6. Differentiate between

[10]

1. Windows 7 and Windows 8

Srl No.	Windows 7	Windows 8
1.	Released on October 2009	Released on 26 October 2012q

2.	Memory is 2 GB to 192 GB	Memory is 4 GB to 2048 GB
3.	It has touch and handwriting features	It is faster startup
4.	Its start screen has Icons	Its start screen has tiles

2. Relative and Mixed reference

Relative Reference – References to a cell or ranges are usually based on the position relative to the cell. When we copy or move the formula to other cells, the reference cell automatically gets changed. E.g., if the formula in A3 is = A1 + A2 and when we copy the formula from A3 to B3, Excel automatically changes the reference to match the location of cells i.e. = B1 + B2.

2

Mixed Reference – It is a combination of Relative and Absolute reference. In this type of reference, either row or column has to remain fixed. \$A1 + A\$2 is an example of Mixed reference.

3. Workbook and Worksheet

The main difference between Excel Workbook and Worksheet is that Excel Workbook comprises number of worksheets while worksheet means a single sheet in Excel workbook. It is like a complete book and single page. Excel Workbook is the complete book and Excel Worksheet is like a single page in a book.

4. Trojan Horse and Worm

Worm - A worm is similar to a virus by design and is considered to be a sub-class of a virus. Worms spread from computer to computer, but unlike a virus, it has the capability to travel without any human action. A worm takes advantage of file or information transport features on your system, which is what allows it to travel unaided.

Trojan Horse - A Trojan Horse is full of as much trickery as the mythological Trojan Horse it was named after. The Trojan Horse, at first glance will appear to be useful [software](#) but will actually do damage once installed or run on your computer. Those on the receiving end of a Trojan Horse are usually tricked into opening them because they appear to be receiving legitimate software or files from a legitimate source.

5. Computer Virus and Biological Virus

Biological Virus - They are living, thus infects living things. Biological Viruses can infect all form of life including Human, Animals, Plants, Insects, Bacteria, Protozoa, Fungi, Archae and other viruses

Computer Virus - They are programmed, thus made impact on programs (softwares)
Computer viruses infect mostly PCs, Servers, websites and software. Computer viruses mostly targets PCs with MS windows Operating system and rarely other Operating System.

Q7. Excel Table
[5]

1. B5
2. Number, text and formula
3. D12/150
4. D2*500
5. D12-D16

Q8. Define
[5]

6. **Hexadecimal number system** – This number system contains 16 symbols and, therefore, has the base 16. It uses the digits (0-9) and (A-F).

3

7. **Control Panel** – Control Panel is a system folder using which we can make changes in the appearance and current settings of Windows. These include:
 - Appearance and Personalization of the desktop.
 - Hardware and Software Setup and Configuration
 - System and Security
 - Networking and Internet
 - User Accounts and Family Safety
 - Setting Clock, Language and Region

These settings control nearly everything regarding Windows looks and works.

8. **Formulas** - Formulas are used to perform calculations involving addition, subtraction, division and multiplication. It establishes a relationship between two or more cells. A formula is an expression that can include cell addresses, numbers, arithmetic operators and parenthesis.

Examples: Let us calculate the sum of the numbers in B4, B5,..... B9 and display the result in B11.

Follow the steps:

- Click on cell B11 where you want to display the total. Type = sign
- Click on cell B4. Its address will appear in cell B11. Type + sign after that.
- Further, repeat the steps till b9 or type =B4+B5+B6+B7+B8+B9 in B11
- Press the enter key. Cell B11 will display the total of all the values from B4 to B9.

9. **Field Name** – It is a column label for the field in a database. All the field names appear in one row. For Example – Row No., Name, English, Hindi, Maths, Total, Per(%) are the Field Names.
10. **Virus**– The full form of VIRUS is Vital Information Resources under Seize. A computer virus is a program or a set of programs that disrupts the normal operation of a computer. Virus infects or destroys data. It enters in the computer without the permission or knowledge of the user. The essential resources of the computer like memory, processing speed, data and programs etc. cannot have normal operations and can be harmed, when virus is spread.

Q9. Answer the following
[20]

15. Control Panel
16. Functions are pre-designed formulas in Excel to perform simple and complex calculations.
17. Conditional Formatting (CF) is a tool that allows you to apply formats to a cell or range of cells, and have that formatting change depending on the value of the cell or the value of a formula.
18. Consolidating Data refers to combining of data. We can combine data of various ranges either in the same or different worksheet.
- To consolidate data, use the **Consolidate** command in the **Data Tools** group on the **Data** tab.
19. Chart is an effective way to display data in a pictorial form. Charts make it easier to draw comparison and analysis the growth, relationship and trends among the values in a range. Charts provide more accurate analysis of information.

4

20. Antivirus Software are computer programs which are designed to identify, prevent and remove viruses from a computer.
21. Creeper Virus
22. Jerusalem, Brain, April first, Ping Pong.
23. Extra large icons, Large icons, Medium icons, small icons, list, details, tiles, content. (explain any four)
24. Ranges in formulas – We can assign multiple cells to a formula by creating a reference or a range. Ranges save a lot of time. If we want to calculate the sum of columns or rows, it is always better to define a range.
25. New Record in a form – Using the data form, we can add a new record. The following steps are for entering a new records:
- Click on a cell. Then, click on Form button on the Quick Access toolbar. The Sheet1 dialog box appears, it contains the record of the database.
 - To add a new record, click on New button.

- Type the information for the new record in appropriate text boxes.
- Click on Close button to close the data form.
- The new record will be visible in the database.

26. Four chart types are Column, Bar, Line & Pie.

Column – A column chart is a commonly used chart type to display data in the form of vertical bars. It is used to show changes in data over a period of time or comparisons among different data items. In a column chart, categories are organized along the horizontal axis and values along the vertical axis.

Bar – The chart displays data in the form of long rectangular rods also called Bars that are placed vertically or horizontally on the Chart area. A Bar chart illustrates comparisons among individual items. In this type of chart, categories are represented on the vertical axis and values are represented on the horizontal axis.

Line – This chart is in the form of lines. It is very similar to plotting a graph on a graph paper with its values on the X and Y-axis. A line chart uses connecting dots to display trends in data over a period of time.

Pie – This chart displays data in the form of a circle that makes up a data series to the sum of items. It always shows only one data series and is useful when you want to emphasize on a significant element.

27. Two types of Viruses are Boot Viruses and Program File Viruses.

Boot Viruses – These viruses infect the boot record or master boot records. They replace the boot record that is responsible for loading the Operating System in memory by copying it elsewhere. Boot virus becomes active at the time of booting the machine. Examples are – Disk Killer, Stoned virus etc.

5

Program File Viruses – These viruses infect executable files, programs such as those with extension like .com, .exe, .ovl, .drv, .sys etc. these programs get loaded in the memory during execution. The virus becomes active in memory by replicating itself and infecting files on the disk. The examples of Program file virus are Sunday, Cascade etc.

28. Four Virus symptoms are:

- i. Decreasing the speed of a computer by decreasing the memory.
- ii. Frequent hanging of the system.
- iii. Displaying a change in data against the filename in the directory, when a virus modifies the file,
- iv. Deleting or damaging files.

Q11. Do as Directed

6. Convert following Decimals into binary

(b) 1101100

(b) 1011110

7. Convert following binary into decimals

1. 227

(b) 347

8. Add

(b) 11100

(b) 101111100

9. Subtract

(b) 1001

(b) 1100011

10. Multiply

(b) 1010001101001

(b) 1001111001101

