

Name: _____

Roll No: _____

Class: _____ Section: _____ Date: _____

ADVANCED FEATURES OF POWERPOINT 2016

A. Tick (✓) the correct option.

- In which group can you find the audio option?

a. Illustrations	<input type="checkbox"/>	b. Slides	<input type="checkbox"/>
c. Media	<input type="checkbox"/>	d. None of these	<input type="checkbox"/>
- Which of the following are buttons that you can click on to perform a certain task?

a. Action	<input type="checkbox"/>	b. Play	<input type="checkbox"/>
c. Modifier	<input type="checkbox"/>	d. All of these	<input type="checkbox"/>
- Which of the following extensions represent a movie file?

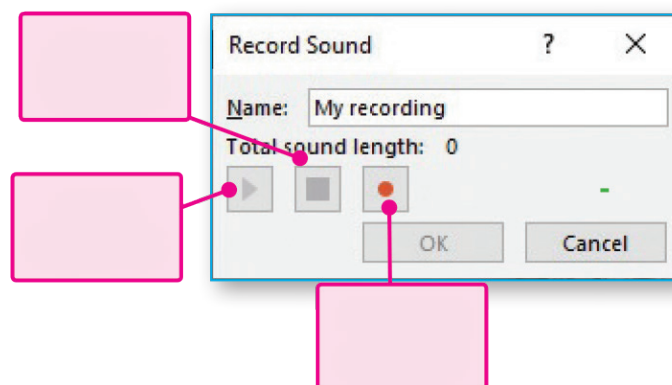
a. mp4	<input type="checkbox"/>	b. mpg	<input type="checkbox"/>
c. wmv	<input type="checkbox"/>	d. None of these	<input type="checkbox"/>

B. Fill in the blanks using the hints given below:

Hints: audio, media, online, video on my pc, shapes

- To insert audio, click on command under group.
- video selects and inserts a video from the Internet.
- Selecting on my PC option opens the Insert video dialog box.
- Click on command to access the action buttons.

C. Label the Record Sound dialog box.



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Chapter-1

CLASS 6

ADVANCED FEATURES OF POWERPOINT 2016

A. Write 'T' for true and 'F' for false.

1. MS Powerpoint allows you to record an audio only once.
2. You cannot insert a video file from the Internet.
3. You can only insert files with mp3 format in your presentation.
4. MS Powerpoint does not allow printouts for security purposes.

B. Guess who am I?

1. I am an option in PowerPoint that allows to add your voice as audio on a slide.
2. I am an option that allows you to add a video on a slide from the Internet.
3. I am an option in the Print screen that allows you to print only the selected slides from a presentation.
4. I am a print layout that prints only one slide of the presentation on the entire page.

C. Answer the following questions.

1. Write the steps to take a printout of a single slide in PowerPoint.
.....
.....
2. Write the steps to insert an audio file in your presentation.
.....
.....
3. State any 4 formats that PowerPoint supports.
.....
.....

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MORE ON EXCEL 2016

A. Tick (✓) the correct option.

- Which of the following options are not included in the Home tab?

a. Text wrap	<input type="checkbox"/>	b. Merging cells	<input type="checkbox"/>
c. Cell style	<input type="checkbox"/>	d. All of the above	<input type="checkbox"/>
- Which of the following can be renamed?

a. Workbook	<input type="checkbox"/>	b. Cell	<input type="checkbox"/>
c. Worksheet	<input type="checkbox"/>	d. Column	<input type="checkbox"/>
- What is the maximum width of a column in excel?

a. 255	<input type="checkbox"/>	b. 256	<input type="checkbox"/>
c. 409	<input type="checkbox"/>	d. None of these	<input type="checkbox"/>
- Which of the following action is performed to edit the contents of a cell?

a. Right-clicking	<input type="checkbox"/>	b. Double-clicking	<input type="checkbox"/>
c. Clicking	<input type="checkbox"/>	d. None of these	<input type="checkbox"/>
- Which of the following command is used for wrapping text?

a. Wrap	<input type="checkbox"/>	b. Text Wrap	<input type="checkbox"/>
c. Wrapping	<input type="checkbox"/>	d. None of these	<input type="checkbox"/>

B. Fill in the blanks using the hints given below:

Hints: Styles, worksheet, Home, Symbols, Merge & Center

- The Insert button on the tab is used to add a column into a worksheet.
- We can apply a style on the cells by using the Cell Styles command on the group under the Home tab.
- We can select entire by clicking on the select all button.
- We can use merge & center option in the group to combine two or more selected cells into a single cell.
- that specify the calculations to be performed are called operators.

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Chapter-2

CLASS 6

MORE ON EXCEL 2016

A. Locate six features of Excel in the given grid.

A	W	B	S	P	L	I	T	C	D	E	F	G	H
E	O	F	G	H	M	J	L	N	P	R	T	V	X
Y	R	A	N	G	E	A	D	E	R	T	U	I	P
B	K	R	S	P	R	E	A	D	S	H	E	E	T
N	S	F	R	T	G	O	I	T	R	E	Y	P	T
M	H	V	F	G	E	A	K	G	F	D	U	L	H
C	E	L	L	S	W	Z	L	F	V	C	I	H	B
K	E	E	C	H	S	X	M	V	F	T	I	J	F
L	T	D	X	B	A	C	N	B	G	G	O	N	N

B. Write 'T' for true and 'F' for false.

- We can select more than one cell at a time in an Excel worksheet.
- We cannot format number in a cell.
- Excel does not allow us to merge two or more cells.
- AutoFill is used to fill a series of numbers automatically.
- Cells used in the calculations are known as references.

C. Answer the following questions.

- Write the steps to copy a formula.
.....
- How would you display multiple lines of text in a single cell in excel?
.....

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FORMULAS AND FUNCTIONS IN EXCEL 2016

A. Match the following:

Functions	Purpose
1. SUM	a. It returns the square root of the given number.
2. INT	b. It returns the absolute value of a given number.
3. ABS	c. It rounds number to an integer value.
4. SQRT	d. It returns the sum of a range.

B. Write the output of the following:

1. =MIN (5,7,8)
2. =LEFT("Computer", 4)
3. =AVERAGE(12,3,6)
4. =TODAY()
5. =LEN("Touch")
6. =COUNT(4,8,12)

C. Write 'T' for true and 'F' for false.

1. Every function begins with a + sign.
2. Combined reference is a type of cell reference.
3. The NOW() function is used to display the current date.
4. Excel does not provide functions for working on textual content.
5. The MAX() function returns the largest value from a set of values.

D. Define the following functions.

1. YEAR
2. IF
3. CONCATENATE
4. ROUND

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Chapter-3

CLASS 6

FORMULAS AND FUNCTIONS IN EXCEL 2016

A. Tick (✓) the correct option.

- Which of the following is a relative reference?

a. A3	<input type="checkbox"/>	b. \$A\$4	<input type="checkbox"/>
c. A\$1	<input type="checkbox"/>	d. \$D6	<input type="checkbox"/>
- function is used to calculate the average of a range of values.

a. Average	<input type="checkbox"/>	b. SUM	<input type="checkbox"/>
c. AVG	<input type="checkbox"/>	d. None of these	<input type="checkbox"/>
- Which of the following is not a valid type of address in MS Excel?

a. Range	<input type="checkbox"/>	b. Cell reference	<input type="checkbox"/>
c. Mixed reference	<input type="checkbox"/>	d. None of these	<input type="checkbox"/>
- Which of the represents a group of cells?

a. Selection	<input type="checkbox"/>	b. Combination	<input type="checkbox"/>
c. Cell range	<input type="checkbox"/>	d. None of these	<input type="checkbox"/>
- Which of the following function is used to find the square root of a number?

a. MOD()	<input type="checkbox"/>	b. INT()	<input type="checkbox"/>
c. POWER()	<input type="checkbox"/>	d. SQRT()	<input type="checkbox"/>

B. Fill in the blanks using the hints given below:

Hints: Mixed Referencing, SQRT() , Function, smallest, formulas

- Functions are predefined in Excel.
- in Excel begin with the equal sign.
- The function returns the square root of the given number.
- In, you can lock either a column or a row by preceding it with a dollar(\$) symbol.
- The MIN() function returns the value.

Grade:



Teacher's Signature: _____

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INTRODUCTION TO ANIMATE 2024

A. Match the following.

Tool Name	Function
1. Eraser	a. Applies color, thickness and styles to lines.
2. Line	b. Increases or reduces the view of the Stage and Work Area.
3. Ink Bottle	c. Erases lines and fills.
4. Zoom	d. Draws straight lines (strokes) of varying lengths, widths and colors.

B. Tick (✓) the correct option.

- Which of the following is the extension of an Animate CC file?

a. .fla	<input type="checkbox"/>	b. .flv	<input type="checkbox"/>
c. .doc	<input type="checkbox"/>	d. .xlsx	<input type="checkbox"/>
- Where can we find the timeline panel in Animate CC?

a. left	<input type="checkbox"/>	b. right	<input type="checkbox"/>
c. top	<input type="checkbox"/>	d. bottom	<input type="checkbox"/>
- tool is used to draw with a freehand.

a. Pen	<input type="checkbox"/>	b. Pencil	<input type="checkbox"/>
c. Brush	<input type="checkbox"/>	d. Line	<input type="checkbox"/>

C. Answer the following questions.

- Write a short note on the timeline.
.....
- Name any 4 tools from the toolbar.
.....
- What is the used of ink bottle?
.....

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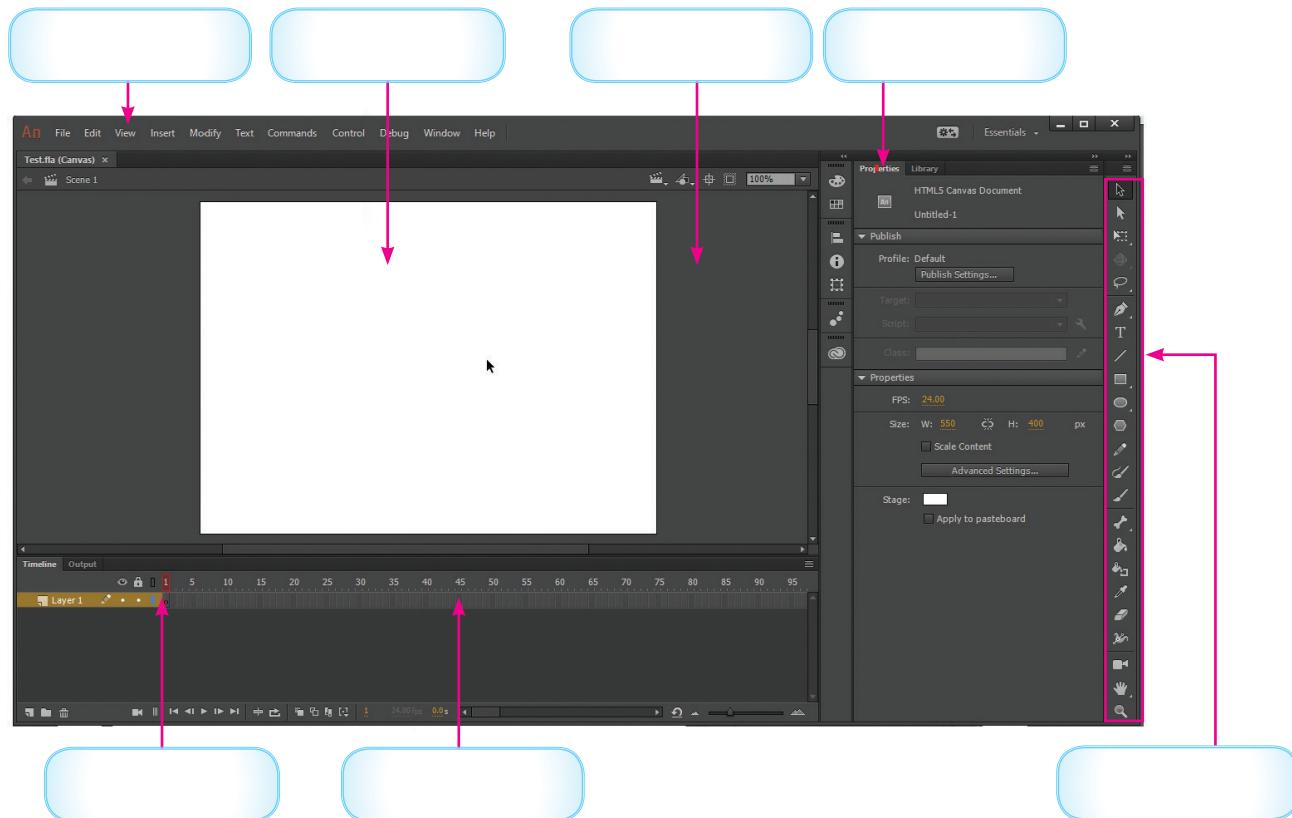
INTRODUCTION TO ANIMATE 2024

A. Fill in the blanks using the hints given below:

Hints: Animate, Stage, Adobe Animate, selects, Ink Bottle

1. _____ can be used for creating animation based applications.
2. _____ creates a new HTML 5 canvas document.
3. Videos, graphics, buttons and all other elements can be organised on the _____.
4. The lasso tool _____ objects or parts of objects by dragging a free-form selection marquee.
5. The _____ tool applies color, thickness and styles to lines.

B. Label the following components of Animate CC Window.



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Class: _____ Section: _____ Date: _____

COMPUTER MALWARE

A. Tick (✓) the correct option.

- Which of the following is an antivirus?

a. Worms	<input type="checkbox"/>	b. Norton	<input type="checkbox"/>	c. Trojan	<input type="checkbox"/>
----------	--------------------------	-----------	--------------------------	-----------	--------------------------
- Which of the following can damage the computers?

a. Antivirus	<input type="checkbox"/>	b. Firewall	<input type="checkbox"/>	c. Malware	<input type="checkbox"/>
--------------	--------------------------	-------------	--------------------------	------------	--------------------------
- Which software controls the incoming and outgoing network traffic?

a. Firewall	<input type="checkbox"/>	b. Ransom	<input type="checkbox"/>	c. Norton	<input type="checkbox"/>
-------------	--------------------------	-----------	--------------------------	-----------	--------------------------
- Which of the following viruses transmits from one computer to another through e-mails?

a. Boot Sector	<input type="checkbox"/>	b. File-infecting	<input type="checkbox"/>	c. E-mail	<input type="checkbox"/>
----------------	--------------------------	-------------------	--------------------------	-----------	--------------------------

B. Write 'T' for true and 'F' for false.

- Computer virus is capable of replicating itself.
- AVG is an antivirus program.
- Ransomware is a computer virus that attacks the boot sector.
- We should scan our computer regularly.
- We should always download files from unsecured websites.

C. Match the following.

- | | |
|------------|---------------------------|
| 1. Melissa | a. Macro Virus |
| 2. Spyware | b. First widespread virus |
| 3. Stoned | c. Malware |
| 4. BRAIN | d. Boot sector Virus |

Name: _____

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Class: _____ Section: _____ Date: _____

COMPUTER MALWARE

A. Fill in the blanks using the hints given below:

Hints: Malicious software, antivirus, unauthorized

1. _____ is known as malware.
2. _____ identifies and removes malware are known.
3. A firewall acts like a gatekeeper and prevents _____ access to a computer network.
4. _____ hides itself inside legitimate software and damages files in a computer system.

B. Find the names of five malware programs in this grid.

A	I	I	B	A	C	K	D	O	O	R	I
T	L	K	A	R	O	K	L	W	U	B	T
O	I	E	T	O	N	T	R	O	J	A	N
A	R	O	O	T	K	I	T	R	N	B	H
I	M	T	C	T	T	E	K	M	N	I	E
W	S	P	Y	W	A	R	E	M	Y	T	R
E	L	O	A	I	L	M	I	A	R	W	S

C. Answer the following questions.

1. Define Firewall.
.....
2. Write two steps to prevent a computer from a virus.
.....

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Class: _____ Section: _____ Date: _____

INTRODUCTION TO HTML5 AND CSS3

A. Tick (✓) the correct option.

1. Which of the following symbols are used to enclose a tag in HTML?

a. <>

☐

b. ?!

☐

c. ##

☐

d. **

☐

2. Which of the following is used to create an HTML document?

a. Text editor

☐

b. Web browser

☐

c. A graphics

☐

d. None of these

☐

3. Which of the following has no closing tag?

a. Empty tag

☐

b. Container tag

☐

c. Both (a) & (b)

☐

e. <hr >

B. Complete the basic structure of HTML document.

.....

<html>

.....

<title>Title of the web page</title>

</head>

<body>

Content of the page

.....

.....

C. Answer the following questions.

1. What is CSS?

.....

2. What do you mean by Hypertext?

.....

Name: _____

Roll No: _____

Class: _____ Section: _____ Date: _____

INTRODUCTION TO HTML5 AND CSS3

A. Fill in the blanks using the hints given below:

Hints: web pages, page title, opening, nesting, block level

1. HTML is a markup language used for creating
2. The is located inside the head section.
3. level tags take up the entire width available.
4. Empty tags contain only the tag.
5. Starting a tag before closing the previous tag is called of tags.

B. Find ten words related to HTML AND CSS in the grid.

Hints: Container, CSS, Body, Attribute, Empty, HTML, Title, WYSIWYG, Tags, Stylesheet

D	Q	Z	N	K	T	A	G	S	W	D
M	F	F	C	S	A	W	B	I	W	A
L	H	B	P	T	A	G	R	H	A	B
W	T	H	C	Y	H	P	O	K	T	O
X	N	I	O	L	L	T	E	G	T	D
G	L	O	N	E	N	T	A	T	R	Y
J	P	E	T	S	L	N	E	I	I	W
C	D	T	A	H	T	Z	H	T	B	W
E	R	O	I	E	H	S	E	L	U	Y
G	H	F	N	E	V	G	V	E	T	S
M	G	N	E	T	S	K	V	O	E	I
D	O	C	R	S	E	M	P	T	Y	W
F	Q	S	B	M	I	U	G	P	D	Y
R	A	S	N	T	D	C	U	W	W	G

Name: _____

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Class: _____ Section: _____ Date: _____

ALGORITHM AND FLOWCHART

A. Tick (✓) the correct option.

1. Which of the following is drawn before creating a program?

a. Chart

☐

b. Scenery

☐

c. Flowchart

☐

d. Syntax

☐

2. What does a flowchart represent?

a. program

☐

b. algorithm

☐

c. symbol

☐

d. none of these

☐

3. Which of the following is not a symbol used in flowcharts?

a. Process

☐

b. Start/Stop

☐

c. Input/Output

☐

d. Control

☐

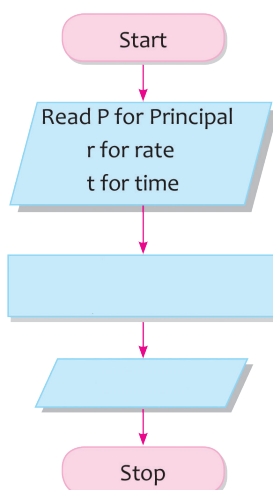
B. Write 'T' for true and 'F' for false.

1. Flowchart uses various symbols to show the process flow of the program.

2. In flowcharts, process box is used to show the branches in the process flow.

3. Algorithms and Flowcharts are different.

C. Complete the flowchart to calculate the simple interest.



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Chapter-7

CLASS 6

ALGORITHM AND FLOWCHART

A. Fill in the blanks using the hints given below:


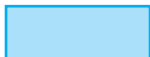

Hints: jump, Consistent, Flowcharts, sequential, process

1. An algorithm is a collection of steps in a manner.
2. The connectors are usually labeled in pairs to show matching points.
3. A good flowchart will use symbols.
4. shows the sequence of instructions in a single program.
5. Flow Line shows the direction in which the flows.

B. Answer the following questions.

1. What is meant by a flowchart?
.....
2. What is an algorithm?
.....
3. Give two advantages of flowcharts.
.....

C. Match the symbols with their functions used in flowcharts.

- | | |
|--|---|
| 1.  | a. Shows a process or action step |
| 2.  | b. Indicates a question or branch in the process flow |
| 3.  | c. Start and stop points of the flowchart |

Name: _____

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Class: _____ Section: _____ Date: _____

INTRODUCTION TO PROGRAMMING

A. Tick (✓) the correct option.

1. _____ has the highest precedence in a logical expression?

a. Addition

☐

b. Multiplication

☐

c. Exponential

☐

d. Parentheses

☐

2. _____ is/are used for comments in Python?

a. //

☐

b. "

☐

c. /**/

☐

d. #

☐

3. The language understood by the computer is _____.

a. Assembly language

☐

b. Machine language

☐

c. High-level language

☐

d. 4GL

☐

B. Write 'T' for true and 'F' for false.

1. The input() function allows to display output on the screen while a program executes.

2. Machine language is also known as first generation language (1GL).

3. The logical operators are used primarily in the expression evaluation to make a decision.

C. What will be the output of the following program?

1. p, q, r = 10, 20, 30 print(p, q, r)

.....

2. a = 4.5 b = 2 print (a//b)

.....

Name: _____

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INTRODUCTION TO PROGRAMMING

A. Fill in the blanks using the hints given below:

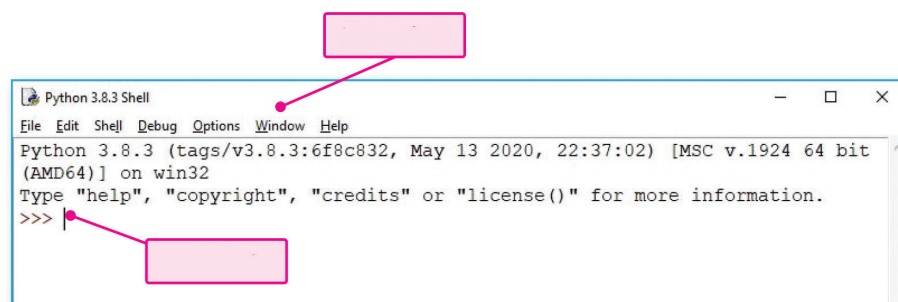
Hints: Connectors, Consistent, Algorithm, string, Guido van Rossum, assignment

1. Python was developed by
2. The operators are used to assign the value of the right expression to the left operand.
3. A value is a collection of one or more characters put in single or double quotes.
4. A computer language is the means by which are transmitted to the computer.
5. An is a program used to translate assembly language into machine language.

B. Answer the following questions.

1. Define the term data types.
.....
2. Write the rules for naming variables in python.
.....
3. Define computer language.
.....

C. Identify the components of Python IDLE window and write down the names in the given boxes.



Name: _____

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Chapter-9

CLASS 6

INTELLIGENCE AND AI APPROACHES

A. Tick (✓) the correct option.

- Which quality do people with musical intelligence possess?

a. Love singing	<input type="checkbox"/>	b. Recognise musical patterns
c. Both (i) & (ii)	<input type="checkbox"/>	d. None of these
- Which quality do people with intrapersonal intelligence possess?

a. Can recognise their strengths	<input type="checkbox"/>	b. Nature lover
c. Both (i) & (ii)	<input type="checkbox"/>	d. None of these
- Which of the following is a type of intelligence according to Howard Gardner?

a. Verbal-Linguistic Intelligence	<input type="checkbox"/>	b. Existential Intelligence
c. Musical Intelligence	<input type="checkbox"/>	d. Approach Intelligence

B. Read the given clues and identify the type of intelligence following people possess.

- I am good at problem-solving and i love thinking about abstract ideas.
- I love exploring the environment and learning about other species.
- I am good at thinking in patterns, rhythms and sounds.
- I am flexible in different body movements and performing actions.
- I am good at maintaining positive relationships with others.
- I can remember written and spoken information.

C. Answer the following questions.

- What do you mean by naturalistic intelligence?
.....
- Define learning based approach.
.....

Name: _____

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Class: _____ Section: _____ Date: _____

INTELLIGENCE AND AI APPROACHES

A. Fill in the blanks using the hints given below:

Hints: Machine learning, Learning-based approach, Bodily-Kinesthetic, interpersonal, knowledge

1. Good at communicating ideas and thoughts is a quality of people with intelligence.
2. Rule-based system uses the of a human expert in a specialised domain.
3. is a subset of AI.
4. is referred to as black boxes as it is not entirely clear how these systems take decisions.
5. Excellent hand-eye and physical coordination is a quality of people with intelligence.

B. Write 'T' for true and 'F' for false.

1. People with interpersonal intelligence are good at singing and playing musical instruments.
2. A rule-based system uses rules as knowledge representation.
3. Machine learning is not a way of achieving AI.
4. Nature lover is an example of existential intelligence.
5. Learning-based approach is referred to as black boxes as it is not entirely clear how these systems take decisions.

C. Match the following.

- | | |
|-----------------------------------|---|
| 1. Existential Intelligence | a. Use humour while telling stories |
| 2. Visual-Spatial Intelligence | b. Recognise musical patterns and tones easily |
| 3. Verbal-Linguistic Intelligence | c. Good at putting puzzles together |
| 4. Musical Intelligence | d. Look at things from different point of view. |
| 5. Interpersonal Intelligence | e. Enjoy analysing theories and ideas |