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Class: _____ Section: _____ Date: _____

OPERATING SYSTEM

A. Label the functioning of Operating System.



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

Hints: software, Windows, UNIX, DOS, MAC

1. _____ is one of the most commonly used single-user operating systems.
2. _____ is an example of GUI.
3. _____ Command Prompt can be opened by pressing the Windows key + R.
4. A _____ is a program or collection of programs that performs a task.
5. _____ is one of the most commonly used multitasking operating systems.

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OPERATING SYSTEM

A. Guess who I am?

1. I am a combination of hardware and software.

.....

2. I am a program developed to perform a specific task.

.....

3. I work as a mediator between users and computer hardware.

.....

4. I am an interface that provides icons, buttons, pull down menus.

.....

5. I need more memory (RAM) to run.

.....

B. Answer the following questions:

1. List the advantages of CUI.

.....

.....

.....

2. List the disadvantages of GUI.

.....

.....

.....

3. Differentiate between system software and application software.

.....

.....

.....

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SPREADSHEET—FUNCTIONS AND CHARTS

A. Read the clues and answer the following:

1. It is used to find the largest value in the given range.
2. It is a type of chart in Excel 2019 that shows the correlation between two sets of values.
3. It is the vertical axis that is used to plot the values in Excel 2019.
4. It is a built-in function that returns the current date.
5. It calculates the maximum, minimum, average etc. of a set of numeric data.

B. Circle the correct option.

1. Absolute cell references in MS-Excel use the (dollar (\$) / equal (=) symbol).
2. Built-in formulas in Excel are called (functions/methods).
3. The (hash / exclamation) sign point separates the worksheet portion of the reference from the cell portion.
4. Formula is visible in the (Status bar / Formula bar) when you select a cell that contains the result of the formula.
5. (Statistical / Mathematical) function calculates the average of a given set of numbers.

C. Write the use of the following functions in MS Excel:

1. LEN() –
2. COUNT() –
3. UPPER() –
4. SQRT() –

D. Identify the following icons of MS Excel:



1.

2.

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SPREADSHEET—FUNCTIONS AND CHARTS

A. Define the following:

- SUM() -
- Operators -
- Chart -
- Legend -

B. Tick (✓) the correct option.

- Which one of the cell references can be included in relative reference?

a. A3

☐

b. A\$1

☐

c. \$A\$4

☐

d. \$D6

☐

- Numbers or text values that do not change are called

a. Function

☐

b. Constant

☐

c. Reference

☐

d. All of these

☐

- What will be the result of =UPPER("formula")?

a. Formula

☐

b. FORMULA

☐

c. formula

☐

d. None of these

☐

C. Write the formula to:

- Concatenate the text strings "Touch" and "Pad".

.....

- Find the maximum value from the 3, 5, 9, 10, and 13 values.

.....

- Find the current day from the date 7/23/2019.

.....

- Extract three characters from the right side of the text string "Concatenate".

.....



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ALGORITHMS AND FLOWCHARTS

A. Tick (✓) the correct option.

- Algorithm is a set of steps in a manner to solve a problem or to complete a task.

a. horizontal	<input type="checkbox"/>	b. vertical	<input type="checkbox"/>
c. mathematical	<input type="checkbox"/>	d. sequential	<input type="checkbox"/>
- A is a graphical representation of an algorithm .

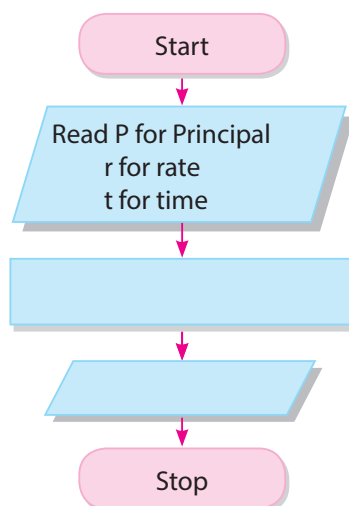
a. program	<input type="checkbox"/>	b. flowchart	<input type="checkbox"/>
c. symbol	<input type="checkbox"/>	d. none of these	<input type="checkbox"/>
- The language understood by the computer is

a. Assembly language	<input type="checkbox"/>	b. Machine language	<input type="checkbox"/>
c. High-level language	<input type="checkbox"/>	d. 4GL	<input type="checkbox"/>

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

- Only one flow line should come out from a process symbols.
- The direction of the flow in a flowchart has to be maintained from right to left or top to bottom.
- Decision box is used when there are 2 options (Yes/No).

C. Complete the flowchart to calculate the simple interest.



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ALGORITHMS AND FLOWCHARTS

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

Hints: connectors, consistent, instructions, programmer, assembler

- Flowchart facilitates a to analyse the problem in detail.
- The are usually labeled in pairs to show matching jump points.
- A good flowchart will use symbols.
- A computer language is the means by which are transmitted to the computer.
- An is a program used to translate assembly language into machine language.

B. Answer the following questions:


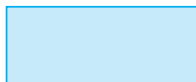

- List any two main characteristics of a good algorithm.

.....

- Define computer language.

.....

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 |

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PROGRAM CODING

A. Identify the given operator symbols and write down their use.

1. ==

.....

2. >=

.....

3. %

.....

4. &&

.....

5. ||

.....

6. ++

.....

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

1. Java allows us to take values of variables from the user at the runtime.

2. A literal denotes a variable value.

3. BlueJ has a built-in editor, debugger and viewer.

C. Write a program to calculate the area and the perimeter of a rectangle.

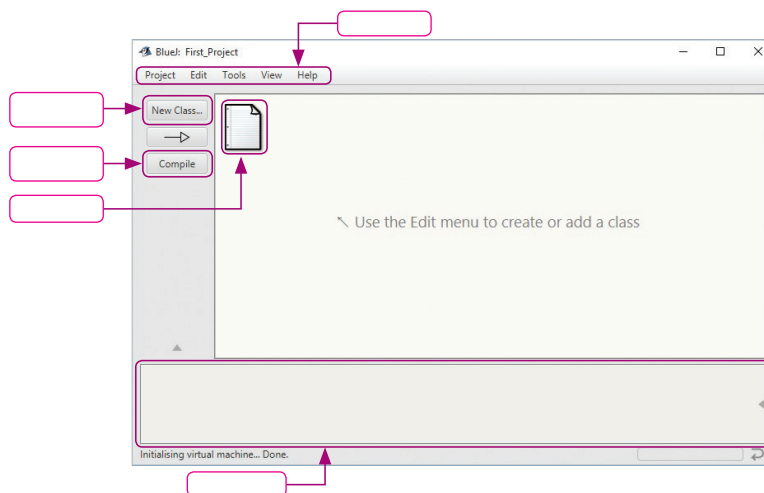
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PROGRAM CODING

A. Label the components of BlueJ interface.



B. Find the errors in the following Java codes:

```
1. public class A
    public static void main(String[] args){
    double r, c;
    r=2.3;
    c = 2 * 3.14 r;
    System.out.println (c)
    }
    }
```

```
2. public class S{
    Public Static void main(String[] args){
    String name = "Anaya";
    String last_name = "Shrama"
    String name = first_name + " " + name;
    System.out.println(name);
    }
    }
```

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CONDITIONAL, LOOPING AND JUMPING STATEMENTS IN JAVA**A. Draw a flowchart of if.....else.....if statement.****B. Give the syntax and example of the while loop.**

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CONDITIONAL, LOOPING AND JUMPING STATEMENTS IN JAVA

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

Hints: if....else, conditional, looping, if.....else....if,

1. statements are the control flow statements that allow us to repeatedly execute a set of statements for a given number of times.
2. The switch statement is used as a substitute of the ladder.
3. The statement helps us to test multiple conditions and execute one out of the multiple blocks of statements.
4. The do-while loop is a statement.

B. Write a Java program to print the sum of all the odd numbers between 1 and 20 by using the for loop.

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APP DEVELOPMENT

A. Identify the icons of apps and write down their categories.

1.



.....

2.



.....

3.



.....

4.



.....

5.



.....

6.



.....

B. Define the following.

1. Android

.....

2. iOS

.....

3. Utility Apps

.....

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APP DEVELOPMENT

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

Hints: hand-held, mobile app, web, Productivity, native, gaming, educational, mobile

1. Hybrid apps created by combining the features of andapps.
2. Android application is developed for devices such as smartphones and tablets.
3. Android is an operating system for devices developed by Google.
4. To use a , you need to install it first.
5. apps are also known as business apps.
6. Grammar EN is the most commonly used app.

B. Give two examples of each:

1. Gaming app:
2. Communication app:
3. E-commerce app:
4. App development tools:
5. Desktop applications:
6. Mobile application:
7. Entertainment apps:

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COMPUTER NETWORKING

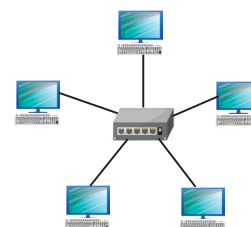
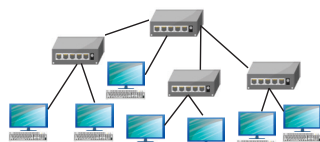
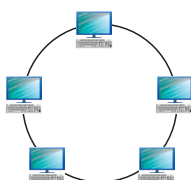
A. Circle the correct option.

1. The process of connecting / separating computers and peripheral devices with each other, so that they can exchange data is called computer networking.
2. A server / client is also called host computer.
3. LAN / WAN is a digital communication system that interconnects a larger number of computers and other peripheral devices within a radius of less than 1 km.
4. In Ring / Star topology, all the nodes are connected in a circular path.
5. Protocol / Bluetooth is a set of rules that governs the communication between the computers on a network.

B. Complete the sentences.

1. Networking cable is also known as
2. The computer which stores and provides the access to a database is called a
3. The computer which performs a specific task is called the
4. The total diameter of LAN is not more than

C. Name the type of topology used in below images.



1.

2.

3.

4.

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COMPUTER NETWORKING

A. Define the following:

1. Modem
2. Hub
3. Computer Network

B. Tick (✓) the correct option.

1. Which networking device can convert the digital data into analog signal and vice versa?

a. Hub <input type="checkbox"/>	b. Modem <input type="checkbox"/>
c. Router <input type="checkbox"/>	d. LAN Card <input type="checkbox"/>
2. Which of these is not a protocol?

a. HTTP <input type="checkbox"/>	b. HTTPS <input type="checkbox"/>
c. FTP <input type="checkbox"/>	d. HTML <input type="checkbox"/>
3. Which of these is the Internet standard protocol that allows e-mail clients to retrieve e-mail messages from an e-mail server?

a. HTTP <input type="checkbox"/>	b. FTP <input type="checkbox"/>
c. POP3 <input type="checkbox"/>	d. None of these <input type="checkbox"/>
4. Which of the following is a wireless communication technology?

a. Bluetooth <input type="checkbox"/>	b. Wi-Fi <input type="checkbox"/>
c. Both a and b <input type="checkbox"/>	d. None of these <input type="checkbox"/>

C. Write the full form of the following:

1. HTTP -
2. MAN -
3. NIC -

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CLOUD COMPUTING

A. Correct and rewrite the following statements:

1. The cloud computing is expensive as the user is not required to spend money on buying hardware, software and resources.

.....

2. OneDrive does not allow you to upload any files or folders.

.....

3. The cloud computing gives low storage space to the users to store their data and system storage can be freed.

.....

4. OneDrive is a cloud storage facility offered by Microsoft, launched on August 10, 2002.

.....

5. iCloud was introduced on October 10, 2011 by Apple Inc.

.....

B. Complete the given steps to access OneDrive:

Step 1: Click on the button.

Step 2: Click on the app.

Step 3: Enter your email address registered with the website and click on the Sign in button.

Step 4: Enter the password and click on the Sign in button.

Step 5: Click on the Next button.

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CLOUD COMPUTING

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

1. We can upload multiple files by selecting the required files from the Open dialog box.
2. When we edit any file on the OneDrive, we do not need to save it each time we make a change.
3. OneDrive is a cloud storage facility offered by Google.
4. ZipCloud was introduced on November 12, 2011 by apple Inc.
5. The most commonly used cloud storage applications are Google Drive, OneDrive, Drop Box, etc.
6. Cloud computing does not need an Internet connection.
7. Cloud computing helps to recover data and create a backup of the data.

B. Answer the following questions.

1. What is ZipCloud?
.....
.....

2. Write any two characteristic of cloud computing.
.....
.....

3. What is Google Drive?
.....
.....