

Section – 1 : Verbal and Non-Verbal Reasoning.

Section – 2 : Fundamentals of Computers, Internet & Viruses, HTML-[Htмл, Head, Title, Body (Attributes: Background, Bgcolor, Text, Link, Alink, Vlink), Font (Attributes: Color, Size, Face), Center, BR, HR (Attributes: Size, Width, Align, Noshade, Color), Comment tag(!-- -->), H1..H6, P, B, I, U, IMG, Html Elements: A, Ul and Ol (Attributes: Type, Start), Li], Flash CS6, MS-Access, Networking, MS-Word (Exploring File tab, Language and Translate options, Tracking features -Comments, Reviewing Pane, Tracking Changes, Comparing, Combining and Protecting documents, Working with References), MS-PowerPoint (Exploring File tab and Slide Show tab, Comparing, Combining and Protecting presentations), MS-Excel(Exploring File tab, Useful Formulas and Functions - IF,Even, Odd, LCM, GCD, Power, Product, Round, Sqrt, Sum, Min, Max, Average, Count, Upper, Lower And Replace, Cell referencing, Using Defined Names group), Memory & Storage Devices, Basics of Cyber Crimes, Cyber Laws, Operating Systems(Introduction, Features, Types-single user and multiuser), Latest Developments in the field of IT.

Section – 3 : Higher Order Thinking Questions - Syllabus as per Section – 2.

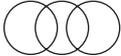
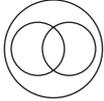
Questions are based on Windows 7 and MS-Office 2010.

Total Questions : 50

Time : 1 hr.

PATTERN & MARKING SCHEME			
Section	(1) Logical Reasoning	(2) Computers & IT	(3) Achievers Section
No. of Questions	10	35	5
Marks per Ques.	1	1	3

LOGICAL REASONING

- If in a certain code SAND is VDQG and BIRD is ELUG, then what is the code for LOVE?
(A) PRYG (B) ORTG
(C) NPUH (D) ORYH
- Which of the following Venn diagrams best represents the relationship among “tennis fans, cricket players and students”?
(A)  (B) 
(C)  (D) 
- A, B, C, D, E and F, not necessarily in that order, are sitting on six chairs regularly placed around a round table. It is observed that A is between D and F, C is opposite to D, D and E are not on neighbouring chairs. The person sitting opposite to B is _____.
(A) A (B) D
(C) E (D) F
- If the digits in the number 25673948 are arranged in ascending order from left to right, what will be the sum of the digits which are fourth from the right and third from the left in the new arrangement?
(A) 10 (B) 9
(C) 4 (D) 6
- Find the missing term in the given series.
DMP, FLN, HKL, JJJ, ____?
(A) MII (B) LIH
(C) III (D) MIF

COMPUTERS AND INFORMATION TECHNOLOGY

- Which of the following is NOT available as a category in Control Panel of Windows 7?
(A) System and Security
(B) Programs
(C) Bluetooth settings (D) Ease of Access
- The function of given icon in MS-Word 2010 is _____.
(A) To add caption to a picture or other image
(B) To insert an index into the document
(C) Merge document to PDF files
(D) Insert Flash video
- Which of the following is CORRECT in HTML?
(A) <hr> (B) <HR>
(C) Bold Text (D) All of these
- Computers use the seven digit code called ASCII. What does ASCII stand for?
(A) American Standard Code for Information Interchange
(B) Association of Software Coding and Information Institute
(C) American Standard Computing and Information Institute
(D) American Scientists Convention for Information Interchange

10. How many sheets are there in MS-Excel 2010 workbook by default?

- (A) 2 (B) 3
(C) 4 (D) 5

11. In Flash CS6,  is called ____ tool.

- (A) Fill color (B) Paint bucket
(C) Ink bottle (D) Lasso

12. In MS-PowerPoint 2010, Format Painter is used to _____.

- (A) Copy formatting from one place and apply it to another
(B) Reset the position, size and formatting of the slide

- (C) Format text to the left
(D) Increase the indent level

13. Which of the following statements is INCORRECT about memory and storage devices?

- (A) Cache memory makes memory transfer rates higher and thus raises the speed of the processor.
(B) A storage device is a hardware component that writes data to and reads data from a storage medium.
(C) ROM loses its data when you turn off the computer.
(D) Hard disks can be divided into one or more logical disks called partitions.

ACHIEVERS SECTION

14. Rearrange the steps given below to insert a motion tween in Flash CS6, first and last steps are given for you.

First : Draw a shape at Frame 1

- (i) Drag the playhead to a new frame and reposition your object
(ii) Select the shape and convert it to a symbol
(iii) Go to Insert tab → Motion tween

Last: Press  +  to play the tween.

- (A) (ii) → (iii) → (i) (B) (i) → (iii) → (ii)
(C) (iii) → (i) → (ii) (D) (iii) → (ii) → (i)

15. Which of the following statements is CORRECT about 'Sneakernet'?

- (A) Transferring computer files between computers by physically moving removable media such as CDs, flash drives.
(B) Unauthorised access of information from a wireless device.
(C) The process of converting data in a form so that an unauthorised person can not understand it.
(D) A private computer network in which multiple PCs are connected to each other.

SPACE FOR ROUGH WORK

ANSWERS

NCO – 1. (D) 2. (A) 3. (D) 4. (A) 5. (B) 6. (C) 7. (A) 8. (D) 9. (A) 10. (B) 11. (B) 12. (A) 13. (C) 14. (A) 15. (A)

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