

**Sample Question Paper**  
**Class: X (2017-18)**  
**e-Publishing and e-Office**  
**Subject Code no: 354/454**

**Time allowed: 2 hours**

**Maximum Marks: 30**

**General Instructions:**

- (i) *All questions are compulsory.*
- (ii) *The question paper consists of 5 questions.*
- (iii) *Question 1 contains 3 parts, question 2 contains 5 parts and questions 3, 4 & 5 contain 2 parts each.*
- (iv) *There is no overall choice. However, internal choices have been provided in one question of 2 marks, one question of 3 marks and one question of 4 marks. You have to attempt only one of the alternatives in all such questions.*

Q. No.		Marks
1	<p>(a) Which of the following activities will be handled under cyber law:</p> <ul style="list-style-type: none"> <li>i. Stealing mouse from an office.</li> <li>ii. Deleting some files, images, video's etc. from a friends computer with his consent.</li> <li>iii. Sending a friendship request to an unknown person.</li> <li>iv. Harassment through emails and web chatting messages.</li> </ul>	1
	<p>(b) Help Anubhuti in identifying suitable protocols for the following purpose:</p> <ul style="list-style-type: none"> <li>i. To transfer files on the internet.</li> <li>ii. To remotely login a customer's PC to provide him technical support.</li> </ul>	2
	<p>(c) How a Hacker is different from a Cracker? Mention any two netiquettes.</p> <p style="text-align: center;"><b>OR</b></p> <p>Shivansh, a class IX student has just started using internet. Explain him the use of browser application along with the name of any two popular browsers. Also suggest him a web based office application name through which he can write, edit and collaborate in a document from anywhere-anytime.</p>	3
2	<p>(a) What are the two orientations available under page setting?</p>	1
	<p>(b) How the term table and cell are related with each other in 'Writer'? Explain with the help of an example.</p>	2
	<p>(c) Mr. Ramashankar has written a document on the topic "Global Warming" in word processing application named "Writer". He want to check his document for spellings. Help Mr. Ramashankar by telling him the main steps for the same.</p>	2
	<p>(d) Ms. Aditi, an editor in a leading newspaper has received an article on "Seven wonders of the world" in which she has to exchange the word "<b>Taj Mehal</b>" with the word "<b>The Taj Mehal</b>". Which tool she should use and how?</p>	2
	<p>(e) Define the term main document and data source with reference to mail merge option.</p> <p style="text-align: center;"><b>OR</b></p> <p>Briefly mention the main steps of Mail Merge.</p>	2

