

SRE VIDYASAAGAR HIGHER SECONDARY SCHOOL.

COMPUTER SCIENCE - STAR OFFICE

TWO MARKS

LESSON - I

1. What is meant by text editing?
2. How to work with multiple documents in StarOffice Writer?
3. What is the difference between copying text and moving text in StarOffice Writer?
4. How will you correct mistakes in StarOffice Writer?
5. How do you switch over from insert mode to type-over mode?
6. What is word processing?
7. List the functions of StarOffice.
8. What are the ways of selecting a required portion of the text in a document?
9. Name the commercial word processing packages.
10. Write the steps to open and save a document in StarOffice Writer..

LESSON - II

1. What are the steps in creating "Bulleted list" in a StarOffice Writer document?
2. How will you create the numbered lists in StarOffice Writer?
3. How will you select the text with keyboard?
4. What are different types of paragraph alignments in StarOffice Writer?
5. Name the different line spacing options.

LESSON - III

1. How does StarOffice Writer check spelling while typing?
2. What is the use of autocorrect option?
3. What is meant by Automatic Spelling correction?
4. How to add a word in the auto correct list of the StarOffice Writer?
5. Explain the functions of Ignore Once and Change button in the Spellcheck dialog box?

LESSON - IV

1. How will you insert columns in a table in StarOffice Writer?
2. How will you make the selected row/column the same size in StarOffice Writer?
3. How will you delete the entire table in StarOffice Writer?
4. How will you create a table in the document?
5. How to change the column width in a table?

LESSON - V

1. How will you create a header in a StarOffice Writer document?
2. What is the purpose of creating footer in the document?
3. What is meant by header and footer?
4. What are the types of page orientations?
5. What does page formatting mean?
6. How can the ruler be used to change the margin?
7. What are the two types of page orientations?
8. How will you insert the page numbers?
9. What are the methods used to change the margin?

LESSON - VI

1. What is the difference between absolute cell referencing and relative cell referencing?
2. What do you mean by date arithmetic in StarOffice Calc?
3. How will you save a worksheet?
4. Write a note on Auto Format in StarOffice Calc.
5. Can we change the data present in a cell? If so, how?
6. Define Electronic Spreadsheet.
7. Explain how to generate the series: 33, 30, 27, ..., 3
8. List any four advantages of electronic spreadsheet.
9. Name the different types of cell referencing.
10. Write the names of popular spreadsheet packages.
11. Write the spreadsheet applications.
12. What is cell and cell pointer?
13. What is meant by range?
14. Write a note on text operator in StarOffice Calc.
15. What are functions in StarOffice Calc? How can you insert them in the worksheet?
16. Differentiate worksheet and spreadsheet.
17. How to quit from StarOffice?
18. What are the comparative operators used in spreadsheet?
19. Explain StarOffice Calc text operator with an example.
20. Explain the use of reference operators with an example.
21. What are the number format icons used in Spreadsheet?
22. State the function of the following formula: $D5 = \text{Sum}(\text{Sheet1.B4:C4}; \text{Sheet2.B4:C4})$
23. How will you change the column width and row height?
24. How will you delete cells, rows and columns in a spreadsheet?
25. Explain the steps involved in inserting pictures and special characters in a worksheet?

LESSON - VII

1. What are the steps involved in data processing?
2. Write a note on reports in StarOffice Base.
3. Write the steps in sorting a database in StarOfficeBase.
4. Write a note on filters.
5. What is the difference between Query and Filter?
6. What is a primary key?
7. What is a database?
8. Explain how to use Autofilter.
9. Write in brief about hierarchical database.
10. Write a note on DataBase management System.
11. How will you insert a Calc cell range into a text document?
12. What is meant by relational database?
13. What distinguishes information from data?
14. Write a short note on multiple sorting of StarOffice Base.
15. List and define the three components that make up a database.
16. What does it mean to 'filter' database record?
17. What are the three general categories of DBMS?
18. Explain Object Oriented database.
19. Define record pointer and cell pointer.
20. What do you mean by querying a database?

LESSON - VIII

1. Write a note on inline sound and video.
2. What are the uses of morphing?

3. Explain the steps for creating 3-D animation.
4. Expand and explain (i) AVI (ii) MIDI
5. What is warping?
6. Define Compression and write note on its types.
7. What is multimedia?
8. What are the two categories of 2-D animations?
9. Name the special softwares used in the multimedia content.
10. What is a Plug-in? What is its advantage?
11. Write about the types of Video Compressions.
12. What are the attributes control the characteristics of sound?
13. Define Sampling.
14. Write a short note on Shockwave Format.
15. Write short notes on WAVE Format.

LESSON - IX

1. What is the use of master page in presentation?
2. How will you create handouts in StarOffice Impress?
3. How will you customize a presentation?
4. How will you record a show with rehearse timings?
5. How will you rename a slide in StarOffice impress?
6. What is Custom Animation?
7. What are Rehearse Timings?
8. What is slide transition?
9. How to insert, delete, rename slide in presentation?
10. What can you do with the left pane of the presentation window?
11. How will you insert pictures in presentation?
12. How to change the slide background?
13. What is the use of slide sorter view?
14. What is the use of Insert OLE Object tool in StarOffice Impress?
15. What are the various formats for viewing a presentation?
16. How will you create a new presentation using a template?
17. List out the four pages of task pane in presentation window and explain them.
18. How to start a presentation?
19. What is the use of Navigator Window in StarOffice Presentations?
20. List and describe some of the features of Impress.
21. How will you create and print handouts in StarOffice Impress?

C++ PROGRAMMING LANGUAGE

LESSON – I

1. Define Object.
2. Define Encapsulation.
3. Define Polymorphism.
4. List any two advantages of Object Oriented Programming.
5. What is the significance of an object?

LESSON – II

1. Explain conditional operator with example.
2. Give any two uses of void data type.
3. Write about the impact of modifiers in C++.
4. List out the relational operators associated with C++.
5. How is a pointer variable different from ordinary variable?

6. Write about typedef in C++.
7. What do you know about assignment statements in C++?
8. What are keywords? Give examples.
9. Write a short note on identifiers in C++.
10. List any four punctuators in C++ and write a line about them.
11. Write a note on assignment operators.
12. List out user defined data types.
13. What is the use of the operators related to pointer variable?
14. Write a short note on enumerated data type.
15. What are the storage specifiers in C++?
16. Write the classifications of Tokens.
17. Which operators are specific to C++?
18. What are pointer variables?
19. Write a note on String literal.
20. Find the errors in the following C++ snippets:
21. Write a note on sizeof operator.
22. Write a note on escape sequence. Give examples.
23. What are the preprocessor operators?
24. What is an association?
25. Explain the Unary operators with examples.
26. What are the reasons in which data is grouped into different categories?
27. Explain the different storage classes.

LESSON - III

1. What are the rules for the formation of nested loops?
2. Write down the syntax of the following:
 - i) if else
 - ii) do while
3. Write a brief note on break and continue statements.
4. What are control structures? What are the two main categories of control structures?
5. Write the syntax of nested if statement.
6. What are the various sections of a C++ program?
7. Write the syntax of switch-case statement.
8. What is the purpose of using main() functions?
9. Write the syntax of 'if' statement.
10. Define Loop and write its two segments names.
11. What are the two types of loops based on the position of the condition?
12. What are the kinds of loops in C++?

LESSON - IV

1. Write a note on inline functions.
2. What is the main purpose of function prototype?
3. What are the advantages of functions?
4. Give the general syntax and example for function prototype.
5. Differentiate between call by value and call by reference.
6. What are functions?
7. What is the information provided by function prototype to the compiler?
8. What is calling a function?
9. Define Void.
10. Write a note on scope operator.

LESSON - V

1. What is meant by array of characters?

2. Explain the memory representation of 2-D arrays.
3. Write about any two string functions in C++.
4. What is a 2-dimensional array? How can it be declared?
5. Write a note on write() in C++.
6. How does an array behave when passed to a function?
7. What is an array? Define its different types.
8. Write the purpose and value returned of strcmp() string manipulator.
9. What is array of strings? Give example.
10. Write the syntax of single dimensional array.

LESSON – VI

1. Write the characteristics of member functions.
2. Write a note on arrays of objects.
3. Write short notes on memory allocation of objects.
4. What is Data Abstraction?
5. Explain the access specifiers of a class.
6. List the specifications of a class. What are the two parts of class specifications?
7. Define data hiding.
8. Write a note on static data members in C++.
9. Write the general form of class declaration.
10. How are the class members accessed?
11. What is a class? Give example.
12. Explain the two methods for creating objects in C++.
13. Write the functions of private, protected and public keywords.
14. What is meant by objects in C++?
15. Write the ways to define the methods of a class.

LESSON – VII

1. How are the functions invoked in function overloading?
2. What are the various processes involved in operator overloading?
3. What is Operator overloading?
4. List out the operators that cannot be overloaded.
5. What is function overloading?
6. Mention any two rules for operator overloading.
7. List the rules for function overloading.
8. Write a short note on integral promotions in C++.
9. List out the operators that can be overloaded.

LESSON –VIII

1. Write the rules for constructor definition and usage.
2. Tabulate any two differences between constructor and destructor.
3. List the functions of constructor.
4. When is a copy constructor executed?
5. What is called as default constructor?
6. When constructor gets executed?
7. What is a destructor?

LESSON – IX

1. What are the different types of inheritance?
2. Write the syntax for creating a derived class from base class.
3. What are the advantages of inheritance?
4. What is meant by inheritance?

5. What is an abstract class?
6. What are the three access specifiers used to inherit a derived class?
7. What is multilevel inheritance?
8. What is accessibility?
9. How constructors and destructors are executed in inheritance?
10. Write a note on multilevel inheritance.
11. Define (i) Base class and (ii) Derived Class.

LESSON – X

1. What is meant by e-learning?
2. What is ATM?
3. What is meant by e-banking?
4. How the computers are used in education?
5. What are the three technical elements of IT?

LESSON – XI

1. What is IT enabled service?
2. What is a call center?
3. Define Data management.
4. What is Medical Transcription?
5. Write the benefits of data digitization.
6. What is Data Digitization?
7. What are the two important aspects that must be ensured by the ITES provider in data management area?

LESSON – XII

1. List out the Common Computer Crimes.
2. Define cracking.
3. Define virus.
4. What is meant by theft of computer time?
5. What is meant by Piracy?
6. What is Computer crime?
7. What are the points included in Norbert Wiener's book?

MISSING TWO MARKS

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- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

FIVE MARKS

STAR OFFICE

1. Give the steps involved in find and replace a given text in a StarOffice Writer document.
2. How will you select the required portion of the text in a document using mouse, keyboard and shortcuts?
3. How will you indent a given text by using paragraph dialog box?
4. How to create bullets and numbered lists?
5. What is meant by indenting the text? Explain the various indenting types.
6. What are the various types of paragraph alignments that can be made? Explain.
7. How will you add an entry to the AutoCorrect list in StarOffice Writer?
8. How to carry out spelling check after the entire document is typed?
9. Explain the various icons available in table formatting toolbar in a StarOffice Writer document.
10. Explain the methods of changing the margins.
11. Explain creating header and footer and adding remarks and page numbers in a text document.
12. How will you insert chart in a Worksheet?
13. What is a function? How will you use them in a Worksheet? Give an example.
14. How will you insert rows, columns and cells in a worksheet? Give an example.
15. What are the various formatting options available in StarOffice Calc?
16. List and describe the other features available with spreadsheet software In addition to its ability to calculate numbers.
17. Explain the various icons in the insert object floating tool bar of worksheet. Mention their function and uses.
18. How to generate a series of values using spread sheet in StarOffice Calc? Explain with example.
19. Write the advantages of using Electronic Spreadsheet.
20. How can a database be queried in StarOffice Base?
21. What are the various manipulations of a database in StarOffice Base?
22. What are Reports? How can you create a report by using StarOffice Base?
23. Write any five advantages of computerized data processing.
24. Explain the different database types.
25. Explain filter and its types with examples.

C++ PROGRAMMING LANGUAGE

1. Discuss about the general working of 'for loop' in C++.
2. Explain the 'do... while' loop in C++ with example.
3. Explain switch statement with an example.
4. Explain entry-check loop with suitable example.
5. Explain the Nested if statement with an example C++ snippet.
6. Explain if statements.
7. Explain inline functions with an example.
8. What are the different ways of passing parameters in C++ functions?
9. Explain call by reference method with suitable example.
10. Define scope. Explain the various types of scopes in C++ with sample snippet.
11. Explain call by value with an example.
12. What are the various rules while overloading operators in C++?
13. What is function overloading? Explain with an example. Write its rules.
14. Write the rules for constructor and destructor definition and usage.
15. Explain the different types of inheritance.