

Professor Vishwanathan Iyer's

HERAMB COACHING CLASSES

Yogeshwar Towers, Katemanivali, Kalyan (East)

Date: 08/10/17

XI/Information Technology

Marks: 30

Duration: 1Hr

Q.1. Explain Software and its Type?

Q.2. Draw a block diagram of computer and explain its different parts?

Q.3.A. Fill in the blanks:

1. _____ bar displays name of the documents with word icon.
2. Excel file saves with _____ extension
3. _____ operator combines range cells for calculations
4. The processed data is called_____.
5. _____ recognizes your name, personal name etc.

Q.3.B. True or False:

1. MS- excel considers leading plus sign.
2. Alignment of data & time is fixed.
3. ECS is used to cancel the changes.
4. A collection of related fields is called as record.
5. By defaults, MS-excel enters time as AM.

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