

CBSE Class 10, 2026 Information Technology Question Paper

Time Allowed :3 Hours

Maximum Marks :80

Total questions :38

General Instructions

Read the following instructions very carefully and strictly follow them:

1. The paper is divided into Section A and Section B.
2. Section A includes objective-type questions.
3. All questions in Section A are compulsory.
4. Section B includes short answer, and long answer type questions.
5. Answers must be written legibly within the word limit.
6. Use of unfair means or electronic devices is prohibited.
7. Follow the correct format and instructions for each section.

Section - A

1(i). Identify the imperative sentence:

- (A) Shut the front door.
- (B) She is a talented artist.
- (C) Are you feeling better?
- (D) You were amazing!

(ii). Breaking down big goals into smaller parts will make the goals -----

- (A) Specific
- (B) Measurable
- (C) Achievable
- (D) Realistic

(iii) Define the term 'Time Management'.

(iv). What should a strong password consist of?

- (A) Only letters
 - (B) Numbers and special characters
 - (C) Name of a person
 - (D) Letters, numbers and special characters
-

(v) A misconception about an entrepreneur is:

Entrepreneurs are _____, not _____.

(vi). Choose the option which is not a Sustainable Development Goal according to the United Nations.

- (A) Population
 - (B) No Poverty
 - (C) Quality Education
 - (D) Reduced Inequalities
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2(i). Ramesh wants to apply a specific paragraph style to multiple non-contiguous sections of his document. Which feature of LibreOffice Writer should he use to avoid manually applying the style each time?

- (A) Update Style
 - (B) Fill Format
 - (C) Drag and Drop
 - (D) Load Styles
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(ii). Breaking down big goals into smaller parts will make the goals -----

- (A) Specific
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-

(ii). Which of the following style categories in LibreOffice Writer is used to define layout elements such as margins, headers, and footers?

- (A) Paragraph Style
 - (B) Page Style
 - (C) Frame Style
 - (D) Table Style
-

(iv). LibreOffice Writer supports up to _____ levels of headings.

- (A) 9
 - (B) 10
 - (C) 11
 - (D) 12
-

(v). Which of the following image tools is used to change the image to black and white, grayscale or a watermark?

- (A) Image Crop
 - (B) Image Mode
 - (C) Image Align
 - (D) Image Size
-

(vi). A _____ is a preset layout that helps to create professional and/or formal documents easily.

- (A) Template

- (B) Style
 - (C) ToC
 - (D) SoC
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3(i). Ravi is analysing monthly sales data in Calc. He wants to test how changing the discount rate affects total revenue. Which feature should he use to simulate different outcomes?

- (A) Sort
 - (B) Indexing
 - (C) What-if Scenarios
 - (D) Filter
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(ii). While reviewing a shared spreadsheet, Priya notices that some cells have been modified, but she's unsure who made the changes. Which feature should she use to identify the editor?

- (A) Data Validation
 - (B) Track Changes
 - (C) Observe Changes
 - (D) AutoFilter
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(iii). Which of the following is the correct way to record a macro in LibreOffice Calc?

- (A) Tools → Macros → Record Macro
 - (B) File → Options → Record Macro
 - (C) Insert → Macro → Record
 - (D) View → Macros → Record
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(iv). Which one of the following is the default function when a Consolidate dialog box opens in LibreOffice Calc?

- (A) Average
 - (B) Sum
 - (C) Max
 - (D) Var
-

(v). Which Calc feature allows multiple users to suggest edits while preserving the original data?

- (A) Protect Sheet
 - (B) Share Document
 - (C) Track Changes
 - (D) Insert Comments
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(vi). In Calc, which of the following types of hyperlink uses the complete location where the file to be linked is stored?

- (A) Absolute hyperlink
 - (B) Mixed hyperlink
 - (C) Relative hyperlink
 - (D) Static hyperlink
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4(i). In a database, a form is

- (A) a tool used only for storing data in tables
 - (B) an object with a user-friendly interface for data entry
 - (C) a feature used to write queries
 - (D) a chart to display statistical data
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(ii). Which of the following is an example of a DBMS?

- (A) Ubuntu
- (B) MySQL

(C) MS Word

(D) Canva

(iii). While forming a relationship between two tables in LibreOffice Base, the _____ of the common field must be _____.

(A) same, data type

(B) data type, same

(C) data type, different

(D) primary key, same

(iv). Which of the following advantages of DBMS ensures that changes in data are reflected across all tables?

(A) Data Sharing

(B) Organised Storage

(C) Data Consistency

(D) Minimal Data Redundancy

(v). Which of the following best explains the use of a query in LibreOffice Base?

(A) To store data in an organized format

(B) To retrieve data from the database and display it in the desired format

(C) To create tables

(D) To design the layout of forms and reports

(vi). In _____ Data Model, the data is stored in the form of linked records, organized into a tree-like structure.

(A) Network

(B) Relational

(C) Fictional

(D) Hierarchical

5(i). Arjun notices that his colleague frequently complains of neck pain and sore shoulders after long working hours. Which of the following is the most likely cause?

- (A) Poor lighting and ventilation
 - (B) Improper ergonomic setup
 - (C) Good lighting and ventilation
 - (D) Using updated antivirus software
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(ii). Which of the following types of fire extinguishers should not be used to extinguish an electrical fire?

- (A) Carbon dioxide
 - (B) Mechanical foam
 - (C) Dry chemical powder
 - (D) ABC dry powder
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(iii). Which of the following is the correct typing posture?

- (A) Fingers should be above the home position (asdf and jkl; keys) on the keyboard, when your elbows are by your sides
 - (B) Fingers below the spacebar and elbows extended outward
 - (C) Keeping the wrist floating in the air
 - (D) Leaning back while typing
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Section - B

6. Mr. Prasanna, a General Manager in a multinational company, has been given two spreadsheets: an original billing file Bill.ods and a reviewed version of the same spreadsheet RevBill.ods. Both contain customer billing details prepared by different

teams. Write the steps he should follow to compare these worksheets and identify the differences between them.

7(a). What is the purpose of using reports in DBMS?

(b) Can we generate a report from multiple tables in a database?

(c) What is a dynamic report?

(d) In LibreOffice Base, to insert the current date and time in a report, the steps to be followed are:

Step 1: Click inside the Page Header area to activate it.

Step 2: Click _____.

However, the correct menu item and option names are missing. Identify the correct menu item and option name needed to complete this task.

8(a). Mention any two health hazards caused by a high contrast between the computer screen and its surroundings.

(b) Suggest one way to avoid contrast problems caused by bright light sources behind the display screen.

(c) How can poor sitting posture while using a computer, affect a person's health?

(d) Mention any one way to reduce stress at the workplace.
