

Marking Scheme
Summative Assessment-II

Class X

Code no: 354/454

E-Publishing & E-Office

Max Marks: 30

Time: 2 hours

(Section A)		
1	F11	1
2	Pie chart	1
3	a) =sum(A1:C1) (or) =sum(A1,B1,C1) (or) =a1+b1+c1 b) D1 any rows may be used such as A2:c2	2
4	Formula menu Logical category	2
5.a	Insert formula =if(c2>=33,"Pass","fail") in D2 Drag the cell D2 to the cells below D2	2
5.b	=if(c4>=33,"Pass","Fail")	1
5.c	yes, =(if(c2.75,"merit",(if C2>=33,"Pass","Fail")))	1
(Section B)		
6	Shear tool is used to shift one part of an image Perspective tool is used to change the perspective of the image / distort the image	2
7	(a) Resize tool (b) Flip tool	2
8	Using cage tool (1 marks for answer + 1 mark for definition) Points or nodes on a path used to drag	2
9	Color Balance tool brief any one - shadows, midtones, highlights, RGB, CMY	2
10	Select the child using the free hand tool Apply inverse selection Apply color change	4
(Section C)		
11(a)	Data sent from a website and stored on the users' browser	1
11(b)	Law handles the legal issues related to the use of Internet	1
11(c)	A program or device used to prevent from unauthorized access	1
(Section D)		
12	4 GB	1
13	<ul style="list-style-type: none"> • improve efficiency in government process and service delivery mechanisms. • sync with the needs of a modern Government and has been conceived as the instrument for the Next Generation Government. • improve productivity, quality, resource management, turnaround time and increase transparency of government department • platform for personalized, role based, secure access to internal information for the employees or any valid points	4
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