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SET A



INDIAN SCHOOL MUSCAT
FINAL TERM EXAMINATION
SUBJECT : e-Publishing and e-Office

CLASS: X

Sub.Code:354

Time Allotted: 2 Hrs.

25.11.2018

Max.Marks: 30

1.	Which of the following activities will be handled under cyber law: iv. Harassment through emails and web chatting messages. 2 M for the correct answer	2
2	i. FTP ii. TELNET	2
3	In computing, a hacker is any skilled computer expert who uses their technical knowledge to overcome a problem or otherwise gains remote access to a protected computer system mainly to get thrill out of it. A cracker is also a skilled computer expert but he/she breaks into or otherwise violates the system integrity of remote machines with malicious intent. Having gained unauthorized access, crackers destroy vital data, deny legitimate users service, or cause problems for their targets. Few netiquettes are as follows: 1.Respect other's privacy 2. Acknowledge and return messages promptly. 3. No spamming 4. When typing <i>never</i> write in all capital letters. That is considered shouting.	2
4	(i) A web browser is a software application which is used for exploring the information resources available on the World Wide Web. Two popular browser names are as follows: Google Chrome , Internet Explorer (ii) She should use Google Docs- a web based office application through which she can write, edit and collaborate in a document from anywhere-anytime. 2 M each for the correct answer	4
5	(i) Cookies (ii) Firewall (iii) Internet explorer	3
6	Any two valid points 1 M each	2

7	<p>=max(b2:e2) =sum(b2:e2) or =sum(B2,C2,D2,E2) =average(b2:e2) =if(h2>=40, "GO-AHEAD", "RE-ATTEMPT") 1 M for each part</p>	4
8	<p>Any 2 from the following</p> <ul style="list-style-type: none"> • Bar Chart • Line Chart • Pie Chart • Area Chart <p>½ m each</p>	1
9	<p>(i) TIFF Tagged Image File format (ii) JPEG Joint Photographic Experts group 1 M each for the correct answer</p>	2
10	<p>e-Publishing is also referred as electronic publishing or digital publishing or online publishing. It includes the digital publication of e-books, digital magazines, and the development of digital libraries and catalogues. 1 M each for the correct answer</p>	2
11	<p>It differs from traditional publishing in two ways: 1. It does not include using an offset printing press to print the final product. 2. It avoids the distribution of a physical product (e.g., paper books, paper magazines, or paper newspapers). 1 M each for the correct answer</p>	2
12	<p>Main advantages of e-Publishing are as follows:</p> <ul style="list-style-type: none"> • Digital publication products are easy to produce and edit. • Digital publication products can be made available immediately on the Internet. <p>1 M each for the correct answer</p>	2
13	<p>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 1 M each for the correct answer</p>	2
	End of the Question Paper	