



# BRAIN INTERNATIONAL SCHOOL

**SESSION 2024-25**

**CLASS: IX**

**TERM 1 REVISION SHEET**

**SUBJECT: I.T**

## **Part -A**

### **Unit 1 : Communication Skills-I**

Q1 Mention any two disadvantages of Visual communication.

Q2 Daiwik and Rhea were debating on the wall painting. Which factor is influencing their perspective towards that art work?

Q3 Fill in the blanks:

- a) Sometimes \_\_\_\_\_ communication is difficult to understand.
- b) Emails helps to send messages \_\_\_\_\_ and \_\_\_\_\_.
- c) While communicating with others, we must use \_\_\_\_\_.

### **Unit 2: Self -Management Skills-I**

Q1 Mention any four qualities of self –confident people.

Q2 Write any five self -management skills.

Q3 What is time-management?

### **Unit 3: ICT Skills-I**

Q1 Write some advantages of ICT in healthcare.

Q2 Write a short note on a) Operating system b) Motherboard c) MICR

Q3 Explain IPO cycle.

Q4 Write the difference between a) DNS and TLD b) User name and domain name

Q5 What characters will you include while making a secure password?

Q6 Complete the following with suitable words

- a) \_\_\_\_\_ is referred as the “ Networks of Network”.
- b) \_\_\_\_\_ is a new way of doing business which involves buying and selling of goods and services using the Internet.
- c) Microsoft Edge is a \_\_\_\_\_.

## **Part –B**

### **Unit 1: Introduction to IT-ITeS industry**

Q1 For what purpose is IT used in banking?

Q2 Mention any two IT driven health diagnostic devices that are commonly seen at home.

Q3 If you are preparing a school project on “SAARC Nations” . How can you use IT for this work?

### **Unit 2: Data Entry and keyboarding skills**

Q1 Write the difference between Home keys and Guide keys.

Q2 Write about any two types of keys found on the keyboard.

### **Unit 3: Digital Documentation**

Q1 Write any three features of a word processor.

Q2 Explain OLE.

Q3 What is the function of undo and redo?

Q4 How can you remove red wavy lines from your document in open office writer?

Q5 What is a clipboard?

Q6 Fill in the blanks:

- a) The page preview option is available in \_\_\_\_\_
- b) \_\_\_\_\_ is the extension given to a writer document by default.
- c) \_\_\_\_\_ is a facility in “Writer” that enables to automatically check each word as it is typed.
- d) \_\_\_\_\_ alignment makes sure that none of the edges of the text appear ragged.