

The Wisdom School, Sirsa

Summer Holiday Homework

Session 2026 – 27

Grade –10th

Subjects	Syllabus
English	<ul style="list-style-type: none"> • Prepare a Character Sketch Scrapbook on any five characters from the literature chapters studied in class. Include their personality traits, important incidents, memorable dialogues, and your personal opinion about each character with suitable illustrations. • Revise and learn the syllabus covered till date to ensure better understanding and retention of concepts. • Do the given worksheet
Hindi	<p>1-आपके कक्षाध्यापक को 'राष्ट्रीय शिक्षक पुरस्कार' से सम्मानित किया गया है। उन्हें बधाई देते हुए संदेश लिखिए। (A4sheet)</p> <p>2- पर्यावरण विभाग की ओर से जल-संरक्षण का आग्रह करते हुए विज्ञापन तैयार कीजिए। (A4sheet)</p> <p>3 - ऑनलाइन खरीददारी : समय की माँग विषय पर अनुच्छेद लिखिए। (Colourful sheet)</p> <p>4- आप मोहित /मोहिनी हैं। आपकी दादी जी का काव्य संग्रह 'कुदरत की लय' प्रकाशित हुआ उन्हें बधाई देते हुए पत्र लिखिए।</p> <p>6-पुस्तक-क्षितिज-पाठ- संस्कृति, संगतकार, यह दंतुरित मुस्कान, फसल कृतिका- पाठ- मैं क्यों लिखता हूँ याद कीजिए।</p>
Mathematics	<p>1. Do examples of chapter 1 Real numbers</p> <p>2. Polynomials</p> <p>3. Pair of Linear equations</p> <p>4. Probability</p> <p>5. Do worksheets based on these chapter</p> <p>All the sums and worksheet must be done in separate notebook</p> <p>Project -</p> <p>For class 10 th A2 1. From Roll no. 1 to 18 Geometry & Trigonometry*</p> <p>1.. *Measuring Height of a refrigerator at your home Using Trigonometry* Use a clinometer made with protractor + straw. Apply $\tan \theta = \text{height/distance}$. Compare with actual height.</p> <p>From Roll no. 19 to 37 Pythagoras Theorem Verification* Cut paper to prove $a^2 + b^2 = c^2$ using 4 identical right triangles + square method.</p> <p>Class 10 th A1 Probability* Survey Project 1 Probability in Games Calculate probability of winning in Ludo, cards, or cricket toss. Test with 50 trials and compare experimental vs theoretical probability.</p>
Science	<p>1. Revise the following chapters from NCERT and class notes:</p> <p>Physics</p> <ul style="list-style-type: none"> * Electricity <p>Chemistry</p> <ul style="list-style-type: none"> * Chemical Reactions and Equations * Acids, Bases and Salts <p>Biology</p> <ul style="list-style-type: none"> * Life Processes <p>2. Complete all Science worksheets neatly in your notebooks</p> <p>3. PROJECT WORK (A4 Size Sheets)</p> <p>Prepare the project with Cover Page, Acknowledgement, Index, Content, and neat diagrams. (Project should be of 8–10 pages.) Roll No. 1–10 (Chemistry)</p>

“Acids, Bases and Salts in Everyday Life” including properties, uses, PH scale, indicators and daily life applications with diagrams and activities

Roll No. 11–20 (Physics)

“Importance of Heating Effect of Electric Current in Modern Life” explaining its formula, daily life applications, electrical appliances based on it, advantages, and disadvantages with proper diagrams.

Roll No. 21 onwards (Biology)

“Biodiversity and Wildlife Conservation”

Students have to research:

- Meaning and importance of biodiversity
- Biodiversity found around us
- Endangered and extinct animals
- Causes of extinction of species
- Method and Importance of wildlife conservation
- National parks and wildlife sanctuaries in India

4. Make a 3D MODEL according to the roll numbers given below:

Roll No. 1 to 5

Make a colourful PH scale from 0 – 14 showing

- Strong and Weak Acids
- Neutral Substances
- Weak and Strong Bases

Roll No. 6 to 10

- Prepare a Chemistry Working Model on Gas evolution.

Roll No. 11 to 15

- Working Model on Water Filtration

Roll No. 16 to 20

- Comparison of Photosynthesis and Cellular respiration in Plant.

Roll No. 21 to 25

- Working Model of Heart.

Roll No. 26 to 30

- Working Model of Mini household circuit

Roll No. 31 onwards

- Working model of Electric Bell.

Take Reference of these Models from the links given below:

1. https://youtu.be/bl8H93_b2mw?si=yp1EDET3IX7K6iH-
2. <https://youtube.com/shorts/tcxy5P8f2k8?si=GbIPMXMAKbGns99k>
3. <https://youtube.com/shorts/PeucTCLV-qc?si=nYWJVuCdKqDz839o>
4. https://youtu.be/oVXaG02NEBc?si=iYS_nV-HMfcHynGp
5. https://youtu.be/mY2nseXAH6E?si=YhxNICioP3_Ez7A9
6. <https://youtu.be/oxdcKcq0zZA?si=XyWKxf7Zs5DuDpt2>
7. <https://youtu.be/hp0rePzR-Pw?si=IvQLwrdg7l2xvZTn>
8. https://youtube.com/shorts/IHFELyiA2m8?si=b5_U6vS0woQmvQDh
9. <https://youtu.be/HMqHiCgcdfk?si=DO28DI76uvQGBpc4>

S.SC.

- **Activity 1:**

Prepare a project on Economics Chapter 5 – “Consumer Rights”.

Include:

- * Introduction
- * Rights of Consumers
- * Consumer Responsibilities

	<ul style="list-style-type: none"> * Consumer Protection Act * Real-life Examples/Case Studies * Pictures/Posters (if possible) * Conclusion <ul style="list-style-type: none"> ● Revision Task: <p>Revise all notebook work and complete any pending classwork or homework.</p> <ul style="list-style-type: none"> ● Practice Work: <p>Practice the given previous years' question papers regularly in your rough copy.</p> <ul style="list-style-type: none"> ● Note: <ul style="list-style-type: none"> * Learn all the chapters thoroughly. * Maintain neatness and proper presentation in all work. <ul style="list-style-type: none"> ● Complete all work sincerely and submit it on time.
<h2>Punjabi</h2>	<p>ਸਾਹਿਤ -ਮਾਲਾ ਕਵਿਤਾ ਭਾਗ ਪਾਠ-ਸਤਿਗੁਰੂ ਨਾਨਕ ਪ੍ਰਗਟਿਆ ਪਾਠ-ਮੇਰੇ ਵੱਡੇ-ਵਡੇਰੇ(ਵਾਰਤਕ-ਭਾਗ) ਅਤੇ ਇਕਾਂਗੀ 'ਦੂਜਾ ਵਿਆਹ' ਨਾਲ ਸੰਬੰਧਿਤ ਪ੍ਰਸ਼ਨ - ਉੱਤਰ ਯਾਦ ਕਰੋ।</p> <p>ਵਿਆਕਰਨ:-ਸਮਾਸੀ ਸ਼ਬਦ, ਅਗੇਤਰ- ਪਿਛੇਤਰ ਅਤੇ ਕਿਰਿਆ ਵਿਸ਼ੇਸ਼ਣ ਦੀ ਦੁਹਰਾਈ ਕਰੋ। ਮੁਹਾਵਰੇ- ਕ ਤੇ ਝ ਤੱਕ ਮੁਹਾਵਰੇ ਯਾਦ ਕਰੋ।</p> <p>ਲੇਖ- ਰਚਨਾ:-ਇੱਕ ਚੰਗੇ ਨਾਗਰਿਕ ਦੇ ਗੁਣ (Assignment sheets)</p> <p>ਚਿੱਠੀ- ਪੱਤਰ:-ਆਪਣੇ ਸਭ ਤੋਂ ਮਨਪਸੰਦ ਅਧਿਆਪਕ ਨੂੰ ਆਪਣੇ ਘਰ ਦੇ ਹਾਲਾਤ, ਮਾਪਿਆਂ ਦੀ ਇੱਛਾ ਤੇ ਆਪਣੀ ਰੁਚੀ ਦੱਸਦੇ ਹੋਏ ਸਲਾਹ ਲੈਣ ਲਈ ਪੱਤਰ ਲਿਖੋ ਕਿ ਤੁਹਾਨੂੰ ਦਸਵੀਂ ਪਾਸ ਕਰਨ ਤੋਂ ਬਾਅਦ ਕੀ ਕਰਨਾ ਚਾਹੀਦਾ ਹੈ?(Assignment sheets)</p> <p>ਰਚਨਾਤਮਕ ਗਤੀਵਿਧੀ:- 1.ਡਿਜ਼ਿਟਲ ਜਾਗਰੂਕਤਾ ਅਤੇ ਤਕਨਾਲੋਜੀ ਦਾ ਸੁਰੱਖਿਅਤ ਉਪਯੋਗ ਦੇ ਵਿਸ਼ੇ ਬਾਰੇ ਆਪਣੇ ਸਾਕਾਰਾਤਮਕ ਅਤੇ ਨਾਕਾਰਾਤਮਕ ਵਿਚਾਰ ਲਿਖੋ।(A4 size Assignment sheets)</p>
<h2>I.T.</h2>	<ol style="list-style-type: none"> 1. Revise ch-5,6 (Part A) 2. Revise Ch-1,2,3,8(Part B) 3. Draw mind map for each unit in fair notebook 4. Solve the question answers given in pdf and do it in the IT notebook only in the pdf.

Section A: READING SKILLS

(READING COMPREHENSION THROUGH UNSEEN PASSAGES)

1. Read the passage carefully.

1. Too many parents these days can't say no. As a result, they find themselves raising 'children' who respond greedily to the advertisements aimed right at them. Even getting what they want doesn't satisfy some kids; they only want more. Now, a growing number of psychologists, educators and parents think it's time to stop the madness and start teaching kids about what's really important: values like hard work, contentment, honesty and compassion. The struggle to set limits has never been tougher—and the stakes have never been higher. One recent study of adults, who were overindulged as children, paints a discouraging picture of their future: when given too much too soon, they grow up to be adults who have difficulty coping with life's disappointments. They also have distorted sense of entitlement that gets in the way of success in the work place and in relationships.
2. Psychologists say that parents who overindulge their kids, set them up to be more vulnerable to future anxiety and depression. Today's parents themselves raised on values of thrift and self-sacrifice, grew up in a culture where 'no' was a household word. Today's kids want much more, partly because there is so much more to want. The oldest members of this generation were born in the late 1980s, just as PCs and video games were making their assault on the family room. They think of MP3 players and flat screen TV as essential utilities, and they have developed strategies to get them. One survey of teenagers found that when they crave for something new, most expect to ask nine times before their parents give in. By every measure, parents are shelling out record amounts. In the heat of this buying blitz, even parents who desperately need to say no find themselves reaching for their credit cards.
3. Today's parents aren't equipped to deal with the problem. Many of them, raised in the 1960s and 70s, swore they'd act differently from their parents and have closer relationships with their own children. Many even wear the same designer clothes as their kids and listen to the same music. And they work more hours; at the end of a long week, it's tempting to buy peace with 'yes' and not mar precious family time with conflict. Anxiety about the future is another factor. How do well intentioned parents say no to all the sports gear and arts and language lessons they believe will help their kids thrive in an increasingly competitive world? Experts agree: too much love won't spoil a child. Too few limits will.
4. What parents need to find, is a balance between the advantages of an affluent society and the critical life lessons that come from waiting, saving and working hard to achieve goals. That search for balance has to start early. Children need limits on their behaviour because they feel better and more secure when they live within a secured structure.
5. Older children learn self-control by watching how others, especially parents act. Learning how to overcome challenges is essential to becoming a successful adult. Few parents ask kids to do chores. They think their kids are already overburdened by social and academic pressures. Every individual can be of service to others, and life has meaning beyond one's own immediate happiness. That means parents eager to teach values have to take a long, hard look at their own.

(566 Words)

Based on the understanding of the passage, answer the questions that follow:

- (a) What do the psychologists, educators and parents want to teach the children?
 - (i) To teach them about treachery.
 - (ii) To teach them about indiscipline.
 - (iii) To teach them about the values of life like hard work, contentment, honesty and compassion.
 - (iv) To teach them about the importance of hard work.
- (b) What are the results of giving the children too much too soon?

- (c) Complete the following sentence appropriately.
One of the straightforward drawback of giving children too much too soon is that they fail to cope

- (d) Find a word from the passage that is similar in meaning to 'a feeling of satisfaction' (para 1).
 (i) Contentment (ii) Precious
 (iii) Indiscipline (iv) Treachery
- (e) Complete the following sentence appropriately.
Older children learn self-control by how others, especially parents act.
- (f) Based on the reading of the passage, examine, in about 40 words, what is the balance which the parents need to have in today's world?
- (g) What is the message conveyed by Abdul's experience, in the following case?
Abdul, as a parent, finds a balance between the advantages of an affluent society and the critical life lessons that come from waiting, saving and working hard to achieve goals.
 (i) That search for balance has to start at the earliest.
 (ii) That search for balance has to start at 6 years of age.
 (iii) That search for balance has to start at 10 years of age.
 (iv) That search for balance has to start at toddler's age.
- (h) What is the necessity to set limits for children?

2. Read the passage carefully.

- If NSYNC singer Lance Bass can't afford the \$20 million price tag for a ride into space now, he should try again in, say, a decade. But within a decade or so, even some of Bass's fans could afford a quick and safe trip to the suborbital edge of space — roughly 50-60 miles above earth, says Frank Seitzen, president of the Space Transport Association.
- "I think you're maybe 10 or 12 years away from having companies that are reliable and that can go through that process for \$5,000 or \$10,000," Seitzen said.
- There's a hungry demand from would-be space tourists and a \$10 million prize is inspiring designers. The X Prize, created in 1994 to spur the development of new space travel technologies, has attracted at least 21 space vehicle designs from people in five countries. The non-profit X Prize Foundation, founded by a group of donors inspired by the \$25,000 Orteig Prize that Charles Lindbergh won in 1927, will give the prize.
- Each design team is hoping to develop the first reusable rocket capable of blasting a pilot and two to five passengers to a height of 62 miles. NASA awards astronaut status for flights above 50 miles.
- Some design contestants boast that such trips will be available by 2005, although the first few travellers will face \$100,000 bills until the market matures.
 Despite steep prices and lagging technology, Seitzen and others are convinced that a lucrative travel business awaits. Space Adventures, a travel agency that helped coordinate the first tourist trip to the International Space Station last year by US businessman Dennis Tito, claims it has collected \$2 million in deposits from more than 120 would-be suborbital tourists. For client Wally Funk, who has paid her deposit, suborbital travel is a disappointing, yet feasible, alternative to decades of trying to reach space. Funk, a retired aviation safety investigator, says, "I would do (a space station trip) in a heartbeat, but I can't because I'm not a millionaire."
- Compared to Tito's groundbreaking effort last year, future suborbital flights look easy. Tito was subjected to rigid medical requirements and a gruelling six-month training course in Russia.
- But suborbital travellers will need only a few days of training and, pending FAA approval, would have to pass a much lower bar for medical standards.
- "We always say that if you can safely ride a rollercoaster, then you are fit for a suborbital flight," says Space Adventures spokeswoman Tereza Predescu.
- Four commercial spaceports, which launch rockets into space like airports launch planes, are already licensed to operate by the FAA in Virginia, California, Alaska and Florida, and 35 they are eager to welcome extra business from space tourists, negating the need to catch a ride to Russia.
- For those reasons, suborbital travel may represent a \$1 billion a year market, according to Space Adventures President and CEO Eric Anderson. Translated, that's 10,000 travellers paying \$100,000 each during the first few years of adventure space travel.

Based on the understanding of the passage, answer the questions that follow:

- (a) Complete the following:
The Space Adventures claims that
- (b) Fill in the blank.
Some design contestants feel convinced that

(502 Words)

- (c) Why is Lance Bass unable to have a ride into space now? What is likely to happen in a decade? Justify the following in about 40 words.
- (d) Based on the above passage, which two factors are inspiring the designers of new space vehicle – ‘the reusable rocket’?
- (e) How would you think suborbital tourism is a poor alternative to space travel?
- (f) Select the option that correctly belongs to the concerned extract.
 - (i) The space travellers should be medically fit and they need to get proper training.
 - (ii) A man who cannot ride a roller coaster is fit for space travelling.
 - (iii) Four commercial space ports aren’t already licensed to operate.
 - (iv) Suborbital travel isn’t a lucrative business.
- (g) What are the prerequisites for space travelling?
- (h) What are the prospects of suborbital travel?
 - (i) Space Adventures, a travel agency, has collected 2 million in deposits from more than 120 would-be suborbital tourists.
 - (ii) Four commercial space ports are already licensed to operate.
 - (iii) It is likely to be 1 billion a year market with 10,000 travellers paying 100,000 each dining for the first few years of adventure space travel.
 - (iv) All of the above

Section B: WRITING SKILLS & GRAMMAR

GRAMMAR

3. Complete ANY TEN of twelve of the following tasks, as directed.

- (a) Fill in the blank by using the correct form of the word in the bracket, for the given portion of a letter:
Respected Sir,
I would like to inform you that we are facing a lot of (difficult) due to potholes in roads in our area. Monsoon season has already arrived a few days ago and is increasing our problems.
- (b) Teacher and her student had a conversation about the subject Science. Report the dialogue by completing the sentence:
Teacher: I instructed you to draw the diagram of bacteria. Why did you submit a blank sheet?
Student: Ma’am, I had drawn the diagram of bacteria, but you can’t see it because it is not visible to the naked eye. The teacher had instructed her student to draw the diagram of a bacterial cell and asked him why he had submitted a blank sheet. The student respectfully answered that he had drawn the diagram but the teacher
- (c) Read the dialogue between Mr. Rahul and a cobbler. Mr. Rahul is going to office. On the way he found a cobbler.
Mr. Rahul: Can you polish my shoes?
Cobbler: Yes.
Select the correct option to complete the reporting of the above dialogue.
 - (i) Mr. Rahul asked the cobbler whether he could polish his shoes.
 - (ii) Mr. Rahul asked the cobbler whether he could polish his shoes to which the cobbler replied positively.
 - (iii) Mr. Rahul asked the cobbler can he polish his shoes to which the cobbler replied positively.
 - (iv) Mr. Rahul asked him whether he could polish cobbler’s shoes to which he replied yes.
- (d) Fill in the blank by choosing the correct option, to complete the following sentence from an article:
It is perfectly natural for us to use, e.g. a dictionary when we across an unfamiliar word.
 - (i) come
 - (ii) came
 - (iii) are coming
 - (iv) had been coming
- (e) Identify the error and supply the correction for the given sentence, from a business magazine:
Though, the Government of India had banning the production and use of plastic bags in our country, people are still using it continuously.
Use the given format for your response.

Error	Correction

- (f) Select the option that identifies the error and supplies the correction for the following line, from a news report:
A ministry official said multimedia systems has delayed due to the war in Ukraine, while supply of network switches was running two years behind schedule.

Option No.	Error	Correction
(i)	has	had been
(ii)	said	say
(iii)	was	is
(iv)	running	ran

- (g) Change the following question into indirect speech.
The police inspector said, "Where were you in the evening?"
- (h) Complete the given narrative, by filling the blank with the correct option.
Roshni Devi applauded him saying that he the match.
 (i) had won (ii) had been win (iii) been won (iv) has been won
- (i) Report the dialogue between a father and his son by completing the sentence:
Utkarsh said to his father, "I want a slice of pizza."
 Utkarsh said to his father that he
- (j) Fill in the blank by choosing the correct option to complete the sentence from a health magazine.
Chia seeds, an excellent source of plant-based protein, can also be used in homemade granola bars, along with nuts and other ingredients, to increase their
 (i) nutrition (ii) nutrient (iii) nutrilitite (iv) nutritite
- (k) Complete the line from a poem, by filling the blank with the correct option:
To him, she was rain
To her, he was sunshine
Together, they rainbows!!
 (i) make (ii) makes (iii) made (iv) has made
- (l) Identify the error and supply the correction for the following sentence:
Those children was playing in the Giant's garden since morning.
 Use the given format for your response.

Error	Correction

WRITING

Note: All details presented in the questions are imaginary and created for assessment purpose.

4. (A) You are Ganesh Deshmukh, Gopalpur, Distt. Ramnagar. You are living in a village along a national highway. The state roadways does not stop near your village. Write a letter in 120 words to the General Manager, State Roadways requesting a bus stop for your village. Give all the reasons why you need a bus stop there.
- Or**
- (B) You are Shagun, 112 Model Town, Delhi. You have noticed that our metropolitan cities witness a large number of accidents every day. There are numerous news about road accidents. You have today read in news about an accident of a whole family. You feel pathetic and sad about it. What do you think is the reason? What can be done to bring down the rate of accidents? Write a letter in 100-120 words to the editor of a national daily expressing your concerns and offering solutions to this problem.
5. (A) An intelligent candidate Rachna, from a public-funded engineering college, is living in the suburbs. She belongs to a nearby village area with minimal knowledge of technological skills and exposure. She has the required cut-off percentage and is looking for a complete or partial scholarship. Write a paragraph in about 100-120 words analyzing her SWOT notes to support your stand on whether she should join/not join the college.

Strengths	Weaknesses
Strong curriculum	Lack of diversity
Quality faculty	Student's behavioural problems
Vibrant activity clubs	No hostel facility
Green location	Slow repair and maintenance work
Close proximity to residential areas	Underutilization of IT services
	Lack of targeted advertisements to out-state students

Opportunities	Threats
Practice-based research Partnership with professional organisations Strong alumni Acclaimed student exchange programme with European countries	Lack of publicity in areas of excellence Public perception towards funded colleges Declining student's interest towards technical subjects Low employee morale due to budget cuts

Or

(B) Write an analytical paragraph based on the following table:

You are the Cultural Club Representative of class XI. You have been given the charge of organising the annual farewell party for the outgoing students of class XII. In consultation with the core members of your club, you have made an estimate of the total expenditure to be incurred and have presented the details to the Activity in charge. Analyse the expenses shown and either accept or reject the proposal.

S. No	Item	Price	Total nos.	Vendor	Grand total
1.	Decorative items	₹ 80 each	50	Geeta Gift Store	4000.00
2.	Welcome banners	₹ 300 each	2	Boards and Banners	600.00
3.	Food (snacks, soft drinks, and buffet)	₹ 250 per plate	325	Jyoti Restaurant and Caterers	81,250.00
4.	Gifts	₹ 150 per plate		1. Geeta Gift Store 2. J.J. Emporium	22,500
5.	DJ			The Music Shop	10000.00
6.	Miscellaneous				2000
Grand Total – INR 1,20,350					

Section C: LITERATURE

6. Read the given extracts and answer the questions for ANY ONE of the two, given.

(A) *Lomov: Never mind about my people! The Lomovs have all been honourable people, and not one has ever been tried for embezzlement, like your grandfather!*

Chubukov: You Lomovs have had lunacy in your family, all of you!

Natalya: all, all, all!

Chubukov: Your grandfather was a drunkard, and your younger aunt, Nastasya Mihailovna, ran away with an architect, and so on...

Lomov: And your mother was hump-backed. [Clutches at his heart] Something pulling in my side... My head... Help! Water!

Chubukov: Your father was a guzzling gambler!

(The Proposal)

(a) Select the option that correctly captures the usage of the word 'tried' from the extract.

- Sneha mastered the game through a process of trial and error method.
- Rekha followed the trial closely and was seen in court every day.
- This had been a tried and tested formula for the organization.
- They tried with all their might to repeat their earlier successes.

(b) What is the tone of the characters in the given extract?

(c) Select the reason why do Chubukov and Natalya consider Lomov's proposal?

- Natalya can take care of her father if she married close by.
- They were exaggerating in the argument and didn't mean it.
- They understand that honour is superficial and overrated.
- Lomov's status in society supersedes everything.

(d) What is the playwright's intention in the given extract?

Or

- (B) *The Buddha answered. 'I want a handful of mustard-seed.' And when the girl in her joy promised to procure it, the Buddha added, 'The mustard-seed must be taken from a house where no one has lost a child, husband, parent or friend.'*

Poor Kisa Gotami now went from house to house.

(The Sermon at Benares)

- (a) What did Buddha ask for?
(b) Why did Buddha ask for mustard seeds from a family where no one had ever died?
(c) Why was the girl happy when she heard the demand made by the lord?
(d) Which of the following options represent the correct understanding of the word 'poor' in the phrase "Poor Kisa Gotami"?
- (i) In the need of money (ii) Weak
(iii) Unfortunate (iv) Inferior

7. Read the given extracts and answer the questions for ANY ONE of the two, given.

- (A) *But presently up spoke little dog Mustard,*

I'd have been twice as brave if I hadn't been flustered.

And up spoke Ink and up spoke Blink,

We'd have been three times as brave, we think,

(The Tale of Custard the Dragon)

- (a) Complete the sentence appropriately in ONE word only.
It is clear that the poet uses as a poetic device in 'three time as brave, we think'.
(b) State whether the following statement is TRUE or FALSE.
It was Custard who agreed that everyone was braver than him.
(c) Select the appropriate option to complete the sentence, according to the given extract.
The mustard said after the event that he would have been twice as if he had not become nervous.
(i) brave (ii) conscious (iii) flustered (iv) spoken
(d) What is the rhyming word for 'flustered'?

Or

- (B) *There is a languid emerald sea,*

Where the sole inhabitant is me –

A mermaid, drifting blissfully

(Amanda!)

- (a) Fill in the blank with appropriate option.
..... feels that she is a mermaid and the only inhabitant of the languid, emerald sea, who drifts blissfully.
(i) Amanda (ii) Mother (iii) People (iv) No one
(b) The poet has used a poetic device in the given lines. What effect does he wish to create by its use?
There is a languid emerald sea,
Where the sole inhabitant is me –
A mermaid, drifting blissfully,
(c) What does the poet want to emphasise while repeating 'Amanda'?
(d) Which poetic device is used in the phrase 'the sole inhabitant is me—a mermaid'?

8. Answer ANY FOUR of the following five questions, in about 40-50 words.

- (a) The reader sympathises with the speaker in the poem. Support this opinion with a reason. (Amanda!)
- (b) *Mortality is inevitable.* Discuss with reference to the lesson 'The Sermon at Benares'. (The Sermon at Benares)
- (c) "The way Chubukov, Natalya and Lomov fight over petty issues is against the behaviour and mannerisms of good neighbours." Comment. What would you have done to resolve this issue if you were in place of Chubukov?
(The Proposal)
- (d) What did Valli find when she returned home after the bus ride? (Madam Rides the Bus)
- (e) The 'yellow hair' is a symbol in the poem. Briefly support the statement with reference to the poem 'For Anne Gregory'.

9. Answer ANY TWO of the following three questions, in about 40-50 words.

- (a) Science shows a connection between structure and function. Show this to be true in connection with the spots Abright saw on Monarch pupas. (The Making of a Scientist)
- (b) *Half knowledge is dangerous. It never helps to achieve success.* Discuss how incomplete knowledge can lead to disaster with reference to the lesson, 'The Book that Saved the Earth'.
- (c) Give examples from the text that Bholi was a neglected child. (Bholi)

10. Answer ANY TWO of the following questions in about 100-120 words each.

(A) Some lines are given below from two different chapters:

Custard cried for a nice safe cage. The dragon was called a 'cowardly dragon' – From the poem – The Tale of Custard the Dragon.

The whole class was quaking in its boots. – From the Diary of Anne Frank.

If you had to use the conclusion from the above-given lines, what would you conclude? Give your necessary advice.

(References '*The Tale of Custard the Dragon*' and '*From the Diary of Anne Frank*')

Or

(B) '*The Sermon at Benares*' could just as well be considered another glimpse of India. If it was a part of the story '*Glimpses of India*', what ideas, values and experiences would it highlight? How would you present this as a historical part of India?

(References '*The Sermon at Benares*' and '*Glimpses of India*')

11. Answer ANY ONE of the following two questions, in about 100-120 words.

(A) '*No one is always foolish. Time and circumstances provide us intelligence and can change our personality.*'

In the light of this statement, prove that simpleton Bholi's life changed over time and circumstances. Also throw light on her personality.

Or

(B) How can you say that Mr. Loisel was a simple man and loved his wife very much?

Class 10 Mathematics Worksheet

Chapter: Trigonometry

Total Questions: 30

Section A – Very Short Answer

1. Write the value of $\sin 0^\circ$
2. Write the value of $\cos 90^\circ$
3. Find $\tan 45^\circ$
4. Write the value of $\sec 0^\circ$
5. Find $\cot 45^\circ$
6. If $\sin A = 3/5$, find $\cos A$
7. Find $\sin^2 30^\circ + \cos^2 30^\circ$
8. Which trigonometric ratio is equal to $1/\cos\theta$?

Section B – Short Answer

9. Evaluate: $2\sin 30^\circ + \cos 60^\circ$
10. Find: $\tan 45^\circ + \cot 45^\circ$
11. Evaluate: $\sin 60^\circ \times \cos 30^\circ$
12. Simplify: $\sin 45^\circ / \cos 45^\circ$
13. Find: $\sec 60^\circ - \tan 45^\circ$
14. Verify: $\sin^2\theta + \cos^2\theta = 1$
15. If $\tan A = 4/3$, find $\sin A$
16. Find: $(1 - \cos^2 A) / \sin^2 A$

Section C – Identity Based Questions

17. Prove: $1 + \tan^2 A = \sec^2 A$
18. Prove: $\sec^2 A - \tan^2 A = 1$
19. Simplify: $(1 - \sin^2 A) / \cos^2 A$
20. Simplify: $(\sin A / \cos A) \times (\cos A / \sin A)$
21. Verify: $\sin A / \cos A = \tan A$
22. Show that: $\tan A / \sec A = \sin A$

Section D – Application Based Questions

23. A ladder 5 m long reaches a window 4 m above the ground. Find the angle made by the ladder with the ground.
24. A tree casts a shadow 10 m long. If angle of elevation is 45° , find height of tree.
25. Angle of elevation of tower top is 30° . Distance from tower is 20 m. Find tower height.
26. A kite is flying at a height of 50 m. Angle of elevation is 60° . Find horizontal distance.
27. A pole casts a shadow equal to its height. Find angle of elevation.

Section E – HOTS / Mixed Questions

28. Evaluate: $(\sin 60^\circ + \cos 60^\circ) / \tan 45^\circ$
29. If $\sin A = 12/13$, find $\cos A$ and $\tan A$
30. Simplify: $(\sec A - \cos A) / \tan A$

Mathematics Worksheet

Chapters: 1, 2, 3, 15

Chapter 1: Real Number

1. Find the HCF and LCM of 96 and 404. Verify: $\text{HCF} \times \text{LCM} = \text{Product of the two numbers}$.
2. Show that $\sqrt{5}$ is an irrational number.
3. Find the decimal expansion of: a) $13/160$ b) $17/24$ State whether the decimal expansion is terminating or non-terminating recurring.
4. Check whether $7 \times 11 \times 13 \times 17 + 17$ is a composite number.

Chapter 2: Polynomials

5. Find the zeroes of the polynomial: $x^2 - 7x + 12$
6. Verify the relationship between zeroes and coefficients for: $2x^2 - 9x + 10$
7. Find a quadratic polynomial whose sum and product of zeroes are 8 and 15 respectively.
8. Divide: $2x^3 + 5x^2 - 4x - 3$ by $(x + 3)$
9. If one zero of polynomial $x^2 + kx + 16$ is -4 , find k .

Chapter 3: Pair of Linear Equations in Two Variables

10. Solve by substitution method: $x + y = 7$ $x - y = 3$
11. Solve by elimination method: $2x + 3y = 11$ $4x - y = 5$
12. Solve graphically: $x + y = 6$ $x - y = 2$
13. A shopkeeper sells notebooks and pens. Two notebooks and three pens cost ₹46, while four notebooks and one pen cost ₹54. Find the cost of one notebook and one pen.
14. Determine whether the following pair has: a) Unique solution b) No solution c) Infinitely many solutions
 $3x - 2y = 8$ $6x - 4y = 16$

Chapter 15: Probability

15. A bag contains 5 red, 7 blue and 8 green balls. One ball is drawn at random. Find the probability that it is: a) Red b) Blue c) Not green
16. A die is thrown once. Find the probability of getting: a) A prime number b) A number greater than 4
17. Cards numbered 1 to 25 are mixed and one card is drawn. Find the probability that the number is: a) A multiple of 5 b) A perfect square
18. A coin is tossed 60 times and heads appear 36 times. Find the experimental probability of: a) Head b) Tail
19. From a deck of cards, one card is drawn at random. Find the probability of getting: a) A king b) A red card c) A face card

Challenge Questions

20. Find a polynomial whose zeroes are -2 and 5 .
21. Solve: $3x + 2y = 14$ $5x - y = 13$
22. Two numbers have HCF 12 and LCM 504. If one number is 72, find the other.
23. A bag contains slips numbered 1–50. Find the probability of selecting a number divisible by both 2 and 5.

Chapter 3 Pair of linear equations (Word Problems)

Worksheet

1. Seven times a two-digit number is equal to four times the number obtained by reversing the digits. If the difference between the digits is 3, find the number.
2. The sum of a two-digit number and the number obtained by reversing the order of its digits is 110. If the two digits differ by 6, find the numbers.
3. The sum of the digits of a two-digit number is 13. The number obtained by interchanging the digits of the given number exceeds that number by 27. Find the number.
4. The sum of the digits of a two-digit number is 12. The number obtained by interchanging the two digits exceeds the given number by 18. Find the number.
5. A two-digit number is obtained by either multiplying the sum of the digits by 8 and then subtracting 5 or by multiplying the difference of the digits by 16 and then adding 3. Find the number.

6. Find a fraction that becomes $\frac{1}{2}$ when 2 is added to its numerator and $\frac{1}{3}$ when 1 is subtracted from its denominator.
7. The sum of the numerator and denominator of a fraction is 3 less than twice the denominator. If each of the numerator and denominator is decreased by 1, the fraction becomes $\frac{1}{2}$. Find the fraction.
8. The sum of the numerator and the denominator of a fraction is 4 more than the denominator. If 15 is added to each of the numerator and the denominator, their ratio becomes 2 : 3. Find the fraction.
9. Father's age is 3 times the sum of ages of his two children. After 5 years his age will be twice the sum of ages of two children. Find the age of father.
10. Rekha's mother is five times as old as her daughter Rekha. Five years later, Rekha's mother will be three times as old as her daughter Rekha. Find the present age of Rekha and her mother.
11. After five years the age of Sudama will be three times that of his son. Five years ago Sudama was seven times that of the son. What are their present ages?
12. Four years ago, a father was six times as old as his son. Ten years later, the father will be two and a half times as old as his son. Determine the present age of father and son.
13. Six years hence a man's age will be three times his son's age and three years ago, he was nine times as old as his son. Find their present ages.
14. Two years ago, Salim was thrice as old as his daughter and six years later, he will be four years older than twice her age. How old are they now?

Worksheet

Chapter: Trigonometry

Total Questions: 30

Section A – Very Short Answer

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2. Write the value of $\cos 90^\circ$
3. Find $\tan 45^\circ$
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20. Simplify: $(\sin A / \cos A) \times (\cos A / \sin A)$
21. Verify: $\sin A / \cos A = \tan A$
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26. A kite is flying at a height of 50 m. Angle of elevation is 60° . Find horizontal distance.
27. A pole casts a shadow equal to its height. Find angle of elevation.

Section E – HOTS / Mixed Questions

28. Evaluate: $(\sin 60^\circ + \cos 60^\circ) / \tan 45^\circ$
29. If $\sin A = \frac{12}{13}$, find $\cos A$ and $\tan A$
30. Simplify: $(\sec A - \cos A) / \tan A$

Worksheet (Chemistry)

Chapters: Chemical Reactions & Equations and Acids, Bases & Salt

Choose the correct option :

- Which of the following is a chemical change?
 - Melting of ice
 - Boiling of water
 - Rusting of iron
 - Dissolving sugar in water
- The gas evolved when an acid reacts with a metal carbonate is:
 - Oxygen
 - Hydrogen
 - Carbon dioxide
 - Nitrogen
- What is the colour of phenolphthalein in a basic solution?
 - Colourless
 - Pink
 - Blue
 - Red
- Which type of reaction is represented by:
 $\text{CaO} + \text{H}_2\text{O} \rightarrow \text{Ca(OH)}_2$
 - Displacement reaction
 - Combination reaction
 - Decomposition reaction
 - Double displacement reaction
- Baking soda is chemically known as:
 - Sodium carbonate
 - Sodium hydrogen carbonate
 - Calcium carbonate
 - Sodium chloride

Answer the Following

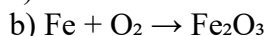
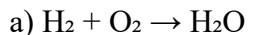
- What is meant by a balanced chemical equation?
- Define oxidation reaction.
- Name the acid present in vinegar.
- What happens to blue litmus paper in an acidic solution?
- Write the chemical formula of washing soda.

Answer the Following Questions

- Write any two characteristics of a chemical reaction.
- Differentiate between exothermic and endothermic reactions with one example each.
- What happens when zinc reacts with dilute hydrochloric acid? Write the balanced chemical equation.
- State any two uses of plaster of Paris.

Long Answer Questions

- Balance the following equations:



- Explain the preparation of bleaching powder and write any two of its uses.

- What happens when sodium hydrogen carbonate is heated? Write the balanced chemical equation and mention one use of the product formed.

Activity Based Question

- A student added a few drops of universal indicator to three different solutions A, B and C. The pH values observed were 2, 7 and 10 respectively.

- Which solution is acidic?
- Which solution is basic?
- Which solution is neutral?

Worksheet (Physics)

Ch: Electricity

Q.1 Which device is used to measure electric current in a circuit?

- a) Voltmeter
- b) Ammeter
- c) Galvanometer
- d) Thermometer

Q.2 In which arrangement do resistors give minimum resistance?

- a) Series
- b) Parallel
- c) Both a and b
- d) Non

Q.3 A wire has resistance R . If it is stretched to double its length, cross sectional area reduced to half. What will be the new resistance?

- a) $R/2$
- b) $2R$
- c) $4R$
- d) R

Q. 4 Electric power is equal to –

- a) I/R
- b) IR^2
- c) $V \times I$
- d) V/I

Q.5 Fuse is always connected in –

- a) Parallel
- b) Series
- c) Diagonal
- d) None

Q.6 Assertion: In a parallel circuit, total resistance decreases.

Reason: Current divides through each resistor.

Q.7 Assertion: Copper is used for household wiring.

Reason: It has low resistivity and is a good conductor.

Q.8 Why is tungsten used in electric bulbs?

Q.9 State two disadvantages of series circuits.

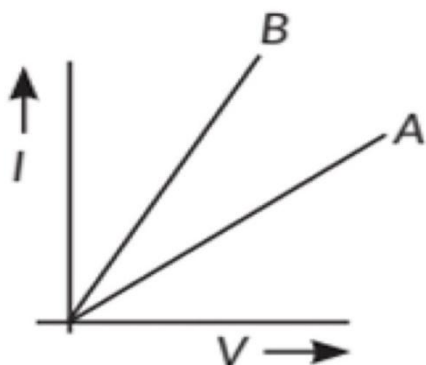
Q.10 State two factors affecting resistance of a conductor.

Q.11 What is a fuse? Why is it necessary? Write 2 precautions & 1 use.

Q.12 Show how you would connect three resistors each of resistance $6\ \Omega$, so that the combination has a resistance of $9\ \Omega$.

Q.13 If the conductor A is made of copper and the conductor C is made of constantan (alloy of copper and nickel), then which one of the two will have more electrical resistance and why?

Q. 14 How is electric current related to the potential difference across the terminals of a conductor? (ii) Why should an ammeter have low resistance? (iii) Two V-I graphs A and B for series and parallel combinations of two resistors are as shown. Giving reason state which graph shows (a) series, (b) parallel combination of the resistors



Q.15 State Joule's Law of heating and give two uses.

Worksheet (Biology)

1. A student observed that a potted plant kept in sunlight released bubbles when placed in water. Which conclusion is most appropriate?
 - a) Plant is absorbing oxygen
 - b) Plant is performing respiration only
 - c) Oxygen is released during photosynthesis
 - d) Carbon dioxide is released during transpiration
2. Which of the following statements correctly explains why arteries have thick elastic walls?
 - a) To prevent mixing of blood
 - b) Because blood flows in them at high pressure
 - c) To absorb nutrients from tissues
 - d) Because they contain valves
3. A person's digestion becomes difficult after surgical removal of gall bladder. Which function is most directly affected?
 - a) Digestion of proteins
 - b) Emulsification of fats
 - c) Absorption of glucose
 - d) Breakdown of starch
4. During a race, an athlete breathes faster and deeper than normal. This mainly helps to
 - a) Reduce blood pressure
 - b) Increase oxygen supply to muscles
 - c) Prevent digestion of food
 - d) Decrease ATP production
5. A student sealed a healthy potted plant in a transparent airtight container and kept it in sunlight for many hours. Which process would help maintain oxygen balance inside the container?
 - a) Digestion
 - b) Photosynthesis
 - c) Translocation
 - d) Excretion
6. Why does the small intestine have numerous villi and microvilli?
 - a) To increase muscular movement
 - b) To store digestive juices
 - c) To increase surface area for absorption
 - d) To neutralize stomach acid
7. A leaf tested negative for starch after being partially covered with black paper and kept in sunlight. Which conclusion is correct?
 - a) Chlorophyll is absent in leaf
 - b) Water is not required for photosynthesis
 - c) Sunlight is necessary for photosynthesis
 - d) Oxygen prevents starch formation
8. Which event would occur if platelets were absent from blood?
 - a) Oxygen transport would stop
 - b) Digestion would become slow
 - c) Blood clotting would not occur properly
 - d) White blood cells would increase rapidly
9. In humans, separation of oxygenated and deoxygenated blood is necessary because:
 - a) Humans have low energy requirements
 - b) It increases efficiency of oxygen supply for high energy needs
 - c) Blood pressure becomes low otherwise
 - d) Veins cannot carry deoxygenated blood

10. If a person breathes through mouth continuously instead of nose, which important function of nasal passage is reduced?

- a) Digestion of food
- b) Filtration and warming of air
- c) Pumping of blood
- d) Absorption of nutrients

Assertion (A): Chlorophyll is essential for photosynthesis.

Reason (R): Chlorophyll traps solar energy required for food synthesis.

- a) Both A and R are true and R explains A
- b) Both A and R are true but R does not explain A
- c) A is true but R is false
- d) A is false but R is true

2. Assertion (A): Human muscles produce lactic acid during vigorous exercise.

Reason (R): Muscles undergo anaerobic respiration when oxygen supply is insufficient.

- a) Both A and R are true and R explains A
- b) Both A and R are true but R does not explain A
- c) A is true but R is false
- d) A is false but R is true

3. Assertion (A): Small intestine is the main site of absorption of digested food

Reason (R): Small intestine contains numerous villi that increase surface area for absorption.

- a) Both A and R are true and R explains A
- b) Both A and R are true but R does not explain A
- c) A is true but R is false
- d) A is false but R is true

4. Assertion (A): Aerobic respiration releases more energy than anaerobic respiration.

Reason (R): In aerobic respiration, glucose is completely broken down in presence of oxygen.

- a) Both A and R are true and R explains A
- b) Both A and R are true but R does not explain A
- c) A is true but R is false
- d) A is false but R is true

5. Assertion (A): Saliva helps in digestion of food.

Reason (R): Saliva contains salivary amylase which breaks down starch into sugars.

- a) Both A and R are true and R explains A
- b) Both A and R are true but R does not explain A
- c) A is true but R is false
- d) A is false but R is true

QUESTION AND ANSWER

1. A person eats oily food regularly but suffers from improper digestion of fats. Which digestive juice may not be functioning properly? Explain its role in digestion.
2. A mountaineer faces difficulty in breathing at high altitudes. Explain why this happens and how the body responds to this condition.
3. A plant kept in darkness for three days shows yellow leaves and weak growth. Explain the reason related to nutrition in plants.
4. A doctor notices blockage in the coronary artery of a patient. How can this affect the functioning of the heart and body?
5. A person suffers from dehydration due to severe diarrhea. Explain how transportation in the body gets affected in this condition.
6. Farmers often loosen the soil around plants. How does this practice help in respiration of roots?
7. A student observed that leaves of a potted plant drooped when not watered for many days. Explain how transportation of water is affected in plants.

Case – 1

The length of the small intestine differs in various animals depending on the food they eat. Herbivores (grass eating) need a longer small intestine to allow the cellulose to be digested. Meat is easier to digest, hence carnivores like tigers have a shorter small intestine.

The small intestine is the site of complete digestion of carbohydrates, proteins and fats. It receives the secretions of the liver and pancreas for this purpose. The food coming from the stomach is acidic and has to be made alkaline for the pancreatic enzymes to act. Bile juice from the liver accomplishes this in addition to acting on fats. Fats are present in the intestine in the form of large globules which makes it difficult for enzymes to act on them. Bile salts break them down into smaller globules increasing the efficiency of enzyme action.

Questions

- Which category of animals have shorter small intestine?
- Why do herbivores have longer small intestine?
- What is the nature of food in the stomach and what is done for the pancreatic enzymes to act?

Or

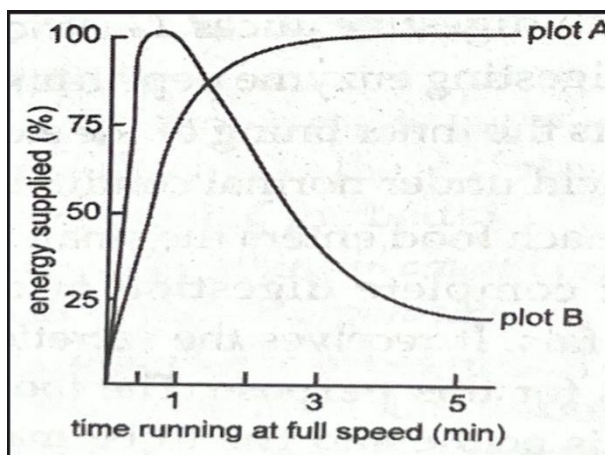
- What is the function of

Case – 2

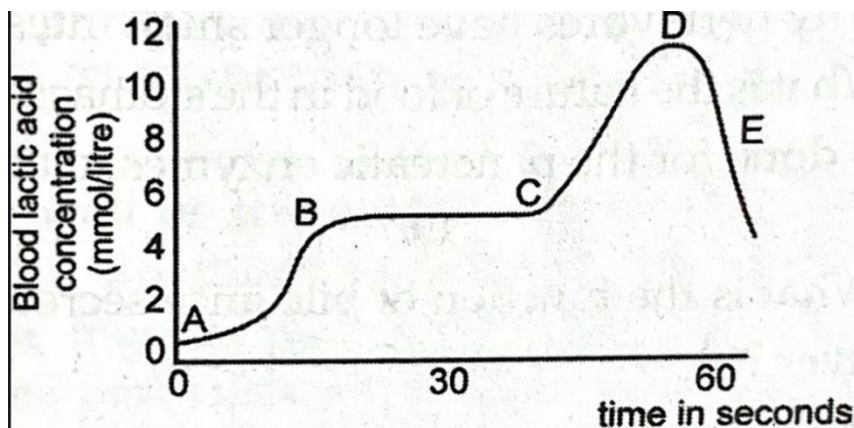
All living cells require energy for various activities. This energy is available by the breakdown of simple carbohydrates either using oxygen or without using oxygen.

- Energy in the case of higher plants and animals is obtained by which process?
- The graph below represents the blood lactic acid concentration of an athlete during a race of 400 m and shows a peak at point D. The blood of an athlete was tested before, during and after a 400 m race.

Lactic acid production has occurred in the athlete while running in the 400 m race. Which process explains this event?



- Study the graph that represents the amount of energy supplied with respect to the time while an athlete is running at full speed. What does plot A and B indicate? Give justification for your answer



Student Name: _____

Class & Section: _____

Roll No.: _____

Date: _____

Topic: Self-Management Skills – II

Learning Objectives

After completing this worksheet, students will be able to:

- Understand self-management and its importance
- Manage stress effectively
- Identify strengths and weaknesses
- Develop self-motivation
- Set SMART goals
- Manage time efficiently

The worksheet is based on the CBSE Employability Skills syllabus for Class 10 Information Technology (Code 402).

Section A – Fill in the Blanks

1. _____ management helps us use our time wisely.
2. A goal should be Specific, Measurable, Achievable, Relevant and _____.
3. Deep breathing is a technique used for _____ management.
4. Knowing your strengths and weaknesses is called self-_____.
5. People who work hard without giving up are called self-_____.

Section B – Multiple Choice Questions

Choose the correct option:

1. Which of the following is a self-management skill?
 - a) Dancing
 - b) Time management
 - c) Painting
 - d) Typing
2. Which activity reduces stress?
 - a) Fighting
 - b) Overthinking
 - c) Meditation
 - d) Shouting
3. SMART goals help students to:
 - a) Waste time
 - b) Stay focused
 - c) Sleep more
 - d) Avoid studies
4. Which is an example of strength?
 - a) Laziness
 - b) Confidence
 - c) Fear
 - d) Anger
5. Which habit improves time management?
 - a) Procrastination
 - b) Making a timetable
 - c) Watching TV all day
 - d) Ignoring homework

Section C – Match the Following

Column A

Column B

1. Stress Management
 2. Time Management
 3. Self-awareness
 4. Self-motivation
- a. Planning tasks
 - b. Positive thinking
 - c. Relaxation techniques
 - d. Knowing yourself

Answers:

1. ____ 2. ____ 3. ____ 4. ____
-

Section D – True or False

1. Self-management helps in personal growth. _____
2. Time management means wasting time. _____
3. Exercise can help reduce stress. _____
4. SMART goals are unrealistic goals. _____
5. Self-awareness helps us improve ourselves. _____

Section E – Short Answer Questions

1. What is self-management?

2. Write any two stress management techniques.

3. What are SMART goals?

4. Why is time management important for students?

5. Write one strength and one weakness about yourself.
Strength: _____
Weakness: _____

Section F – Case Study Based Questions

Read the situation and answer the questions:

Riya studies one day before exams and feels stressed every time. She forgets to complete her homework and sleeps late at night.

1. Which self-management skill is Riya lacking?

2. Suggest one way to reduce her stress.

3. What can she do to manage her time better?

Section G – Activity Corner

My Daily Time Table

Time	Activity
6:00 AM – 7:00 AM	_____
7:00 AM – 8:00 AM	_____
4:00 PM – 5:00 PM	_____
5:00 PM – 6:00 PM	_____
8:00 PM – 9:00 PM	_____

Digital Documentation (Advanced) – Worksheet

Section A – Multiple Choice Questions (1 mark each)

1. Which software is commonly used for digital documentation in CBSE IT?

- A. Impress
- B. Writer
- C. Calc
- D. Paint

2. Which shortcut key is used to save a document?

- A. Ctrl + P
- B. Ctrl + C

- C. Ctrl + S
 - D. Ctrl + X
-

3. What is the purpose of a header in a document?

- A. To insert pictures
 - B. To add information at the top of every page
 - C. To change font size
 - D. To print document
-

4. Which feature helps in correcting spelling mistakes automatically?

- A. Mail Merge
 - B. AutoCorrect
 - C. Hyperlink
 - D. Table
-

5. Which option is used to combine letters with addresses?

- A. Track Changes
 - B. Mail Merge
 - C. Auto Format
 - D. Styles
-

6. Which alignment places text equally from both margins?

- A. Left
 - B. Right
 - C. Center
 - D. Justify
-

7. Which of the following is NOT a formatting option?

- A. Bold
 - B. Italic
 - C. Underline
 - D. Scan
-

8. What is the extension of LibreOffice Writer document?

- A. .ppt
 - B. .xls
 - C. .odt
 - D. .jpg
-

9. Which feature is used to create a list with bullets?

- A. Bullets and Numbering
 - B. Insert Table
 - C. Header/Footer
 - D. Zoom
-

10. Which menu is used to insert images in a document?

- A. View
 - B. Tools
 - C. Insert
 - D. Format
-

11. Which key combination is used to copy selected text?

- A. Ctrl + V
 - B. Ctrl + C
 - C. Ctrl + Z
 - D. Ctrl + P
-

12. Which feature helps to find specific words in a document?

- A. Replace
- B. Find

- C. Format
 - D. Save As
-

13. What is the purpose of page numbering?

- A. Decoration
 - B. Identify pages in sequence
 - C. Change background
 - D. Add graphics
-

14. Which option changes the appearance of text?

- A. Formatting
 - B. Printing
 - C. Saving
 - D. Scanning
-

15. Which feature allows adding website links in a document?

- A. Hyperlink
 - B. Bookmark
 - C. Template
 - D. Footer
-

Section B – Fill in the Blanks (1 mark each)

1. The shortcut key for undo is _____.
 2. _____ is used to check grammar mistakes.
 3. A _____ contains predefined formatting settings.
 4. _____ alignment places text in the center.
 5. _____ is used to create personalized letters for many people.
-

Section C – Short Answer Questions (2 marks each)

1. Define digital documentation.
 2. What is the difference between Save and Save As?
 3. Explain any two advantages of digital documentation.
 4. What is mail merge?
 5. Write steps to insert a table in LibreOffice Writer.
 6. Differentiate between Header and Footer.
 7. What are bullets and numbering used for?
 8. Explain the purpose of templates.
-

Section D – Long Answer Questions (4 marks each)

1. Explain the steps to format text in a document. Mention any four formatting options.
-

2. Describe the process of Mail Merge with an example.
-

3. Explain the importance of digital documentation in schools and offices.
-

4. Write the steps to:

- Insert an image
 - Add page numbers
 - Save the document as PDF
-

Section E – Competency Based Questions (Case Study)

Case Study 1

Riya is preparing a school newsletter in LibreOffice Writer. She wants:

- the title to appear bold and centered,
- page numbers on every page,
- school logo at the top,
- and automatic correction of spelling mistakes.

Answer the following:

1. Which alignment should Riya use for the title?
2. Which feature will help her place the logo on every page?
3. Which tool will help in correcting spelling mistakes?

4. Why are page numbers important in the newsletter?

Case Study 2

A teacher wants to send report cards to 200 parents with different names and marks but the same message format.

Answer the following:

1. Which feature should the teacher use?
 2. What is the main document in this process?
 3. What is the role of the data source?
 4. Mention one advantage of this feature.
-

Case Study 3

Rahul accidentally deleted an important paragraph while editing a project report.

Answer the following:

1. Which shortcut key can help Rahul restore the deleted text?
 2. Which feature allows editing without retyping the whole document?
 3. Why is digital documentation better than handwritten documents in such situations?
-

Section F – HOTS (Higher Order Thinking Skills)

1. Why should students use templates while creating project reports?

2. How does digital documentation reduce paper wastage?

3. Imagine your school still uses handwritten notices only. Suggest two ways digital documentation can improve efficiency.

Teacher's Reflection

Participation: _____

Discipline: _____

Communication: _____

Remarks: _____