

SAINIK SCHOOL AMBIKAPUR  
CHHATTISGARH  
WINTER VACATION HOMEWORK (2022-23)

Class - IX

Subject- COMPUTER APPLICATIONS

<b>Class 10</b>	<b>Subject - COMPUTER</b>	<b>Teacher- ROUSHAN KUMAR</b>																																																									
<b>Ser</b>	<b>Items</b>	<b>Details</b>																																																									
1.	Syllabus for PT - III	<ol style="list-style-type: none"> <li>1. OpenOffice.org Writer-I</li> <li>2. OpenOffice.org Writer-II</li> <li>3. Presentation Tool: O Impress</li> <li>4. Spreadsheet Tool: Calc-I</li> <li>5. Spreadsheet Tool: Calc-I</li> </ol>																																																									
2.	Revision Homework / Assignment	<ol style="list-style-type: none"> <li>1. What are Word Processors? Give some examples.</li> <li>2. What is the difference between copying and moving a block of text?</li> <li>3. What is meant by formatting a document?</li> <li>4. What do you mean by the term clipboard?</li> <li>5. What do you mean by spell check of a document in a word processor? How is it actually done?</li> <li>6. When do you think, use of bulleted lists or numbered lists is more appropriate in Writer document?</li> <li>7. What do you mean by Multimedia software?</li> <li>8. What are the basic components of a slide?</li> <li>9. What are the various components of a slide that can be used for reference purpose?</li> <li>10. What is the use of Slide Sorter view in Impress?</li> <li>11. What do you understand by a Slide Show?</li> <li>12. What is the significance of electronic spreadsheet?</li> <li>13. What do you mean by cell referencing and what are different types of cell referencing?</li> <li>14. Can you rotate text in cell C4 in a workbook in Calc? What will happen to the height of the rest of the cells in the same column after rotation?</li> <li>15. What are the advantages, disadvantages and purposes of using charts and graphs?</li> </ol>																																																									
3.	Subject Capacity Building Assignment	<p>Given the following spreadsheet, write the appropriate Formula/Expression/ Function to be used for (i) to (v) :</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th></th> <th><b>A</b></th> <th><b>B</b></th> <th><b>C</b></th> <th><b>D</b></th> <th><b>E</b></th> </tr> </thead> <tbody> <tr> <td><b>1</b></td> <td><b>P_Code</b></td> <td><b>Product_Name</b></td> <td><b>Price</b></td> <td><b>Discount</b></td> <td><b>Amount</b></td> </tr> <tr> <td>2</td> <td>111</td> <td>ABC</td> <td>2500</td> <td>500</td> <td></td> </tr> <tr> <td>3</td> <td>112</td> <td>XYZ</td> <td>1250</td> <td>750</td> <td></td> </tr> <tr> <td>4</td> <td>113</td> <td>PQR</td> <td>1780</td> <td>125</td> <td></td> </tr> <tr> <td>5</td> <td>114</td> <td>STR</td> <td>3200</td> <td>225</td> <td></td> </tr> <tr> <td>6</td> <td>Total</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>7</td> <td>Maximum</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>8</td> <td>Minimum</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <ol style="list-style-type: none"> <li>i) To find the Amount of all product as Price – Discount in column E.</li> <li>ii) To find the Total Amount and show in cell E6.</li> <li>iii) To find the Maximum Discount and show in cell D7.</li> <li>iv) To find the Minimum Amount and show in cell E8.</li> <li>v) Write the feature used for arranging the Discount from lowest to highest.</li> </ol>					<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>1</b>	<b>P_Code</b>	<b>Product_Name</b>	<b>Price</b>	<b>Discount</b>	<b>Amount</b>	2	111	ABC	2500	500		3	112	XYZ	1250	750		4	113	PQR	1780	125		5	114	STR	3200	225		6	Total					7	Maximum					8	Minimum				
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4.	Preparatory Work for Units/ Chapters to be covered after	<ol style="list-style-type: none"><li>1. Differentiate between GUI and CUI.</li><li>2. Privacy deals with personal information. Explain the meaning of term personal information.</li><li>3. Why is individual's right to privacy important in today's world?</li><li>4. What are tips for protecting yourself against identity theft?</li><li>5. Write the steps to change the background of a presentation.</li><li>6. What do you understand by social media mobile apps?</li><li>7. What are the functions of an interpreter?</li></ol>
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Signature