

**2016 E.C 2<sup>nd</sup> Semester 3<sup>rd</sup> Quarter IT Worksheet for grade 9<sup>th</sup>**

**PART-I: Say “True” if the statement is correct else “False”.**

1. Application software can correct spelling and grammar errors in documents.
2. Microsoft Word is an example of spreadsheet software.
3. Multimedia refers to the integration of multiple forms of media such as text, graphics, audio, and video in a single presentation.
4. Multimedia presentations are typically static and do not allow user interaction.
5. Multimedia can only be experienced on computers and cannot be accessed on mobile devices.
6. Interactive multimedia allows users to actively engage with the content and make choices that affect the outcome.
7. Video conferencing is an example of multimedia communication.
8. Multimedia can only be used for entertainment purposes and has no practical applications.
9. Application software is used by general public users in their daily tasks.
10. Inserting a page break in a document allows you to start a new page.

**PART-II: Choose the best answer for the following questions accordingly.**

- Which of the following is an example of an interactive multimedia application?
  - A movie trailer
  - A video game
  - A music video
  - A photo slideshow
- Which of the following is an example of application software?
  - CPU
  - Word processing software
  - Printer
  - Motherboard
- What is the purpose of multimedia in presentations?
  - To make the presentation more interactive
  - To increase the file size of the presentation
  - To add unnecessary elements to the presentation
  - To slow down the presentation loading time
- Which file format is commonly used for compressing multimedia files?
  - MP3
  - DOCX
  - PDF
  - TXT
- What is the purpose of word processing software?
  - Creating and editing spreadsheets
  - Creating and editing presentations
  - Creating and editing documents
  - Creating and editing databases
- Which of the following is NOT a function of word processing software?
  - Creating and editing tables
  - Correcting spelling and grammar
  - Formatting text
  - Performing complex calculations
- What is the purpose of special effects in multimedia?
  - To enhance the visual appeal of multimedia elements
  - To increase the file size of multimedia elements
  - To remove audio elements from multimedia files
  - To convert multimedia files to different formats
- Which type of multimedia file format is commonly used for streaming videos online?
  - MP3
  - PNG
  - MP4
  - GIF
- How can you start Microsoft Office Word program in Windows?
  - Click the Start button and select Microsoft Word from the menu
  - Double-click the Microsoft Word icon on the desktop

- C. Press Ctrl+Alt+Del and select Microsoft Word from the Task Manager
  - D. Type "Microsoft Word" in the search bar and press Enter
10. Which command is used to apply different borders to selected text in Microsoft Word?
- A. Bullets
  - B. Numbering
  - C. Shading
  - D. Border
11. What is the purpose of line and paragraph spacing in Microsoft Word?
- A. To increase or decrease the space between lines or paragraphs
  - B. To change the font size of the text
  - C. To insert page breaks in the document
  - D. To align text to the left margin
12. What is a page break in Microsoft Word?
- A. The location where one page ends and a new page begins
  - B. The space between lines and paragraphs
  - C. The alignment of text within a paragraph
  - D. The indentation of a paragraph
13. How can you insert a manual page break in Microsoft Word?
- A. By pressing Ctrl + P
  - B. By clicking on the Page Break button in the Ribbon
  - C. By pressing Ctrl + Enter
  - D. By selecting the Breaks option from the Format menu
14. What is the purpose of hyperlinks in multimedia?
- A. To connect different multimedia elements
  - B. To create animations
  - C. To adjust the volume of audio elements
  - D. To resize images
15. What is the purpose of inserting and deleting page numbers in a document?
- A. To format text alignments
  - B. To organize paragraphs into sections
  - C. To create bulleted and numbered lists
  - D. To provide a reference for page navigation

**PART-IV: Give short answer the following questions accordingly**

1. What is multimedia?
2. What is application software?
3. What is the purpose of multimedia in education?
4. What are the advantages of using multimedia in presentations?
5. How does multimedia contribute to the entertainment industry?