

## IT-ITES Marking Scheme for Model Question of Class 9<sup>th</sup>

Ser No	Answer	Mark
1.	Concept and example	5
2.	Write steps to insert image Or Concept and type pf key	5
3.	Steps to create table and insert column Or Write any 5 Avantages of writer	5
4.	Standard, Formatting, Status	5
5.	Concept , Use and steps	3
6.	Name box, functions wizard, sum, function	3
7.	Write steps to insert image	3
8.	Any 6 tips Write health, safety rule	3
9.	. Communication and its type Or Basic safety rules	3
10.	Taskbar, Text panel, keyboard, Lesson Control Panel	2
11.	Definitions	2
12.	Definitions	2
13.	Define communication	2
14.	Use of slide pane and task pane Or Verbal communication	2
15.	Note on BPM industry Or any 3 hazard	2
16.	(B) Bargaining	1
17.	(a) <u>Joint Photographic Experts Group</u>	1
18.	(C) .odt	1
19.	(B) <u>Ctrl+A</u>	1

20.	(a) Internet service provider	1
21.	(A) Memory	1
22.	Pause	1
23.	Action	1
24.	Self control or self regulation	1
25.	File	1
26.	F5	1
27.	Magnetic Resonance Imaging	1
28.	Business Process Outsourcing	1
29.	Read Only Memory	1
30	Information Technology Enable service	1