

6

PMP Planet
Multimedia Publishers
The Ultimate Resource

Be Future Ready
IT Planet
PRESENTS

Based on the suggested skills under
National Education Policy 2020
★

SourceC<>de

Artificial Intelligence

Animated Life Skills

Coding

Computational Thinking

Experiential Learning

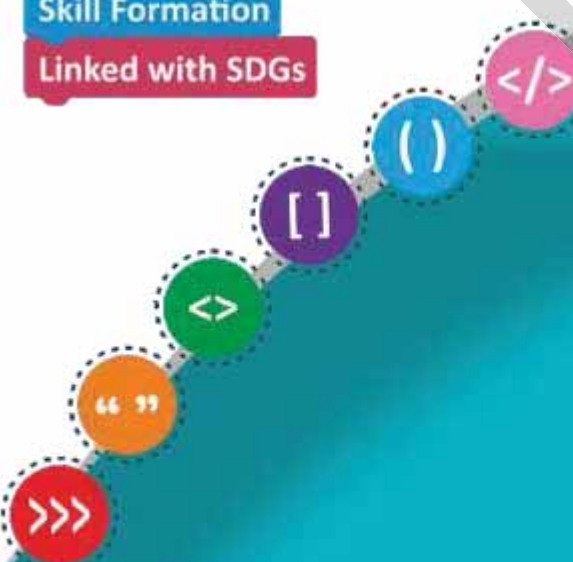
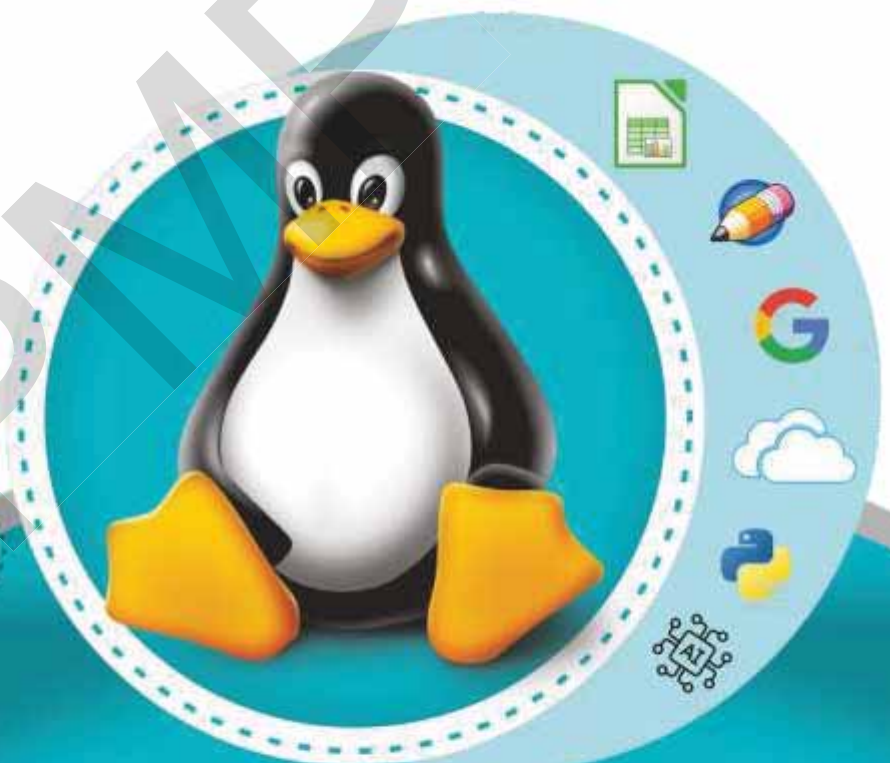
Multidisciplinary Approach

Subject Integration

Art Integration

Skill Formation

Linked with SDGs



Ubuntu 22.04
WITH LIBREOFFICE 7.3

WORKSHEET

Ch-1

Computer Memory

A. Choose the appropriate options:

-Plays a very important role in a computer.
a. Memory b. data c. instructions
- A computer processes and stores data in the form of.....digits.
a. Two b. Three c. Four
- A.....is the smallest unit of information that a computer can process and store.
a. Bit b. Byte c. Nibble
- Primary memory is often known as the memory.
a. Working memory b. main memory c. both a & b
- is approximately equal to a room full of books.
a. Petabyte b. Kilobyte c. Terabyte

B. Fill in the blanks:

- Memory usually consists of one or more chips on the..... .
- and digits are called binary digits.
- A group of 8 bits is called.....
- Computer memory is divided into two types i.e and.....
- A computer cannot run without memory.

C. Write T for the true statement and F for the false one:

- A group of 4 bits is known as Nibble.
- A byte is the minimum space required to store a character.
- Primary memory is of three types.
- 1 zettabyte is equal to 1 octillion characters.
- DDR2 is the second generation of DDR.

D. Differentiate between:

- | | | |
|----|-----------------|---------------------|
| 1. | SRAM | MRAM |
| | | |
| | | |
| | | |
| 2. | Volatile Memory | Non-Volatile Memory |
| | | |
| | | |
| | | |

E. Short Answer type questions:

1. What do you mean by a bit?
2. What do you mean by saving?
3. What are the three layers of Cache memory?

F. Long Answer type questions:

1. What do you understand by Dynamic RAM. Explain its variants.
2. What is ROM? Explain its different types.
3. What is Cache Memory?
4. What is Secondary Memory?

G. Application based questions:

1. Hassan is very irritated for losing his data. Now he wants a type of RAM which is faster and consumes less power and also retains its content even after the computer is switched off.

A. Choose the appropriate options:

1. Calc allows you to organize data in:

- a. Rows b. Columns c. Both a & b d. None of the these

2. The column letter begins withand end with

- a. A and AMJ b. A and XFD c. A and AMK d. A and XFE

3. Calc workbook is stored using thefile extension.

- a. .xls b. .doc c. .ods d. .pdf

4. A cell is selected (active) when aborder surrounds it.

- a. Black b. Dark c. yellow d. None of these

5. A spreadsheet file is called

- a. Workbook b. Notebook c. Book d. None of these

B. Fill in the blanks:

1. Calc is a powerful.....source spreadsheet program.

2. Each worksheet of Calc typically hasColumns.

3. A cell is the unit of a worksheet.

4. Calc automatically aligns the text data.

5. Selected groups of cells are also called a

C. Write T for the true statement and F for the false one:

1. Each worksheet of Calc typically has 1048550 rows.

2. Cells may contain four types of data.

3. Numbers are right aligned in a cell.

4. We can also save our data as PDF or HTML file.

5. Column is identified by a letter.

D. Differentiate between:

- | | | |
|----|--------------|---------------|
| 1. | Copying | Moving |
| | | |
| | | |
| | | |
| 2. | Editing Data | Deleting Data |
| | | |
| | | |
| | | |

E. Short Answer type questions:

1. What do you know about the Libre Office Calc?
2. How many rows and columns are there in a worksheet of Libre Office Calc? How are they labeled?
3. Define cell in Libre Office Calc.
4. How can you remove the Conditional formatting?
5. What is formatting in Calc?

F. Long Answer type questions:

1. What is the use of Calc?
2. How will you start the Calc program?
3. What are the features of Calc program?
4. How can you change the column width in Calc?

G. Application based questions:

1. Your father is a teacher he makes the result of students in Calc. Now he wants to see how many students have equal marks. So, which Formatting he used for this.
2. Bilal is given the responsibility to create a score card for the school cricket team using Calc. But he has forgotten to add an important column in the worksheet. Suggest the option he use to insert a new column.

A. Choose the appropriate options:

- and are two ways of entering data in Calc.
 - Constants/Formulas
 - Number/Text
 - Formula/Variables
- By default, cells are identified by a specific.....and.....
 - Letter/Number
 - Column Letter/Row Number
 - Column Number/Row Letter
- The range reference includes both anchor points separated by a
 - Colon
 - Slash
 - Hyphen
- Range names must start with a letter and can include..... letters.
 - Uppercase
 - lowercase letters
 - both a & b
- function in Calc is used to display the highest value in a range.
 - MAX
 - MAXIMUM
 - MAXI

B. Fill in the blanks:

- Formula is also called
- In Calc formula begin with an..... sign.
- values are directly entered in a cell.
- Each function in Calc has a
- A chart is arepresentation of data.

C. Write T for the true statement and F for the false one:

- Writer is a powerful spreadsheet program.
- You can use formulas to perform all kinds of calculations in your Calc data.
- You cannot add space in range names.
- You can use comparison operators to compare two values to return a value of True or False.
- There are three types of Cell references.

D. Differentiate between:

1. Arithmetic Operators

Logical Operators

.....
.....
.....

.....
.....
.....

2. Mixed Reference

Relative Reference

.....
.....
.....

.....
.....
.....

E. Short Answer type questions:

1. What are Constant values?
2. What do you mean by cell range?
3. Write two advantages of charts in Calc?

F. Long Answer type questions:

1. What are charts in Calc?
2. What are the Components of Chart?
3. What do you mean by order of Calculation.
4. What are the different types of Charts in Calc? Explain any two.

G. Application based questions:

1. Make a progress report of 5 students whose marks are in final examination are as follow:

Use
Average

Students	English	Maths	Science	Social Science	Computer
Amir	90	100	80	65	95
Adil	85	92	75	60	85
Muskaan	96	82	83	78	69
Yamin	88	65	94	84	91
Kubra	91	87	73	85	86

Sum,
And

Percentage Formula to frame the progress cards of these students.

2. Sara's father is a businessman he wants to compare the sales of 3 years. Which feature he used to compare the sales of 3 years.

Ch-4

Pencil - 2D Animator Software

A. Choose the appropriate options:

- Pencil was originally an application created by the end of
a. 2003 b. 2004 c. 2005
- The Tools Palette on the is used to draw and paint on the stage.
a. Right b. Left c. Bottom
- By default, only layers are visible in Pencil2D.
a. Two b. Three c. Four
- The deactivated layer is indicated by circle.
a. Black b. Gray c. Empty
- You can download Pencil2D from
a. Google Play store b. Apple Store c. Ubuntu Software Center

B. Fill in the blanks:

- Pencil was created by.....
- Pencil tool is used to draw..... lines.
- Camera layer is used to define
- FPS stands for
- Timeline contains the.....and..... that make up an animation.

C. Write T for the true statement and F for the false one:

- Pencil was created under the name Pencil Planner.
- In Pencil there are four types of layers.
- You can change the order of layer by dragging their names.
- Frames are the little triangles on the timeline.
- By default, Pencil2D is not installed in Ubuntu.

D. Differentiate between:

1.	Active Layer	Inactive Layer

E. Short Answer type questions:

1. What do you mean by Animation?
2. What is color selection Palettes?
3. What do you mean by stage?
4. Write the shortcut keys of the following tools.
 - a. Pencil Tool
 - b. Move Tool
 - c. Select Tool
 - d. Polyline Tool
 - e. Smudge Tool

F. Long Answer type questions:

1. What do you understand by Pencil2D?
2. What are the features of Pencil 2D?
3. How can you add a layer in Pencil2D?
4. How can you start Pencil2D?

G. Application based questions:

1. Amir is working on Pencil2D. He wants to add some audio effect in the animation. By which button he do this.
2. Saima is working on Pencil2D. She needs to put some polygons. By which tool she can draw polygons.

Ch-5

Terminal Commands of Ubuntu

A. Choose the appropriate options:

- is a free open-source operating system.
a. Linux b. Mac OS c. Windows
- Earlier, Linux was strictly.....
a. GUI b. CLI c. TUI
- The means that the current directory is the home directory of the user.
a. Tilde b. Colon c. Slash
- is just a sign of the shell prompt.
a. \$ b. % c. #
- By default, sudo command requires users to authenticate themselves with a
a. Username b. Password c. both a & b

B. Fill in the blanks:

- The Linux core, referred to as the
- Ubuntu was developed by Ltd.
- The blinking block is known as a
- Pwd stands for.....
- rmdir stands for

C. Write T for the true statement and F for the false one:

- Linux was created by Linus Torvalds.
- Operating system is must for every computer.
- Most operating systems today work with a graphical user interface.
- Ubuntu commands are case sensitive.
- The df command shows you how much disk space you have used.

D. What is use of these:

1. \$date
2. \$date-d
3. \$cal

E. Short Answer type questions:

1. What do you mean by operating system?
2. What do you mean by Touch User Interface?
3. What do you mean by Terminal?
4. What do you mean by parameters?

F. Long Answer type questions:

1. What is the structure of File System in Ubuntu. Name the folders that come under root (/)?
2. What do you understand by \$ sudo?
3. How can you Uninstall a software package in CLI?

G. Application based questions:

1. Tanveer wants to copy files and folders in a directory. But he is not aware with the command. Help him by telling what command he used.
2. Amir wants to modify some files in a folder. But unfortunately, the folder is write protected. What command he used to gain access to that folder.

Ch-6

Google Apps

A. Choose the appropriate options:

- Google is an..... public corporation.
a. American b. Indian c. Australian
- Google began as a research project in
a. January 1996 b. February 1996 c. January 1997
- Gmail was offered to the public in.....as an invitation-only service.
a. 2004 b. 2005 c. 2006
-is the most popular video sharing service on the web.
a. YouTube b. Instagram c. Facebook
- is an interactive mapping program that covers the vast area of the Earth.
a. Google Earth b. Google Maps c. Google Drive

B. Fill in the blanks:

- andtwo Ph.D. Students at Stanford University.
- is a free online language translation.
- A single person who maintains many blogs is known as a
- In November..... , YouTube was bought by Google.
- A specialized laptop that runs Chrome OS is called a

C. Write T for the true statement and F for the false one:

- Google Maps is a web mapping service developed by Google.
- Gmail is the product of Google Apps.
- Google drive is an online storage that provides you 15 GB of free Google online storage.
- Google is much more than a search engine.
- Internet is a worldwide resource of information.

D. Differentiate between:

1. Google Assistant

Google Earth

.....
.....
.....

E. Short Answer type questions:

1. What do you mean by cloud computing?
2. Name some applications of Google.
3. What is Google Assistant?
4. What is Google Duo?
5. What are the languages supported by Google Translator?

F. Long Answer type questions:

1. What do you understand by Google Docs Editors?
2. What is Google Pixel?
3. Write a note on Gmail?

G. Application based questions:

1. Amir is a teacher he wants to give assignments and also track the progress of students during vacations. Help him which tool he used for this.
2. Mushtaq goes to Japan but he doesn't know anything about Japanese language. Help him what he used if he needs to read any Japanese term.

Ch-7

Internet Service and Safety

A. Choose the appropriate options:

- Net is one of the largest networks that links millions or trillion of computers all over the.....
a. Country b. City c. World
- ISP stands for.
a. Internet Service Provider b. Internal Support Provider
c. Internet Service Program
- The process of converting an analog signal to a digital signal is called.
a. Modulation b. Demodulation c. Conversion
- The Speed of Modem is measured in
a. kbps b. mbps c. gbps
- is an example of leading ISPs
a. VSNL b. MTNL c. both a&b
- is the world's largest professional network on the Internet.
a. Facebook b. WhatsApp c. LinkedIn

B. Fill in the blanks:

- The Internet offers many facilities at your
- We can dowith the help of Internet.
- We can play different types ofgames.
- There are ways to connect to the Internet.
- We can..... or..... products on the Internet.
- LinkedIn was launched by

C. Write T for the true statement and F for the false one:

- Yahoo Search is the oldest web directory.



2. Amazon, Flipkart are the examples of search engines.
3. Blogs are also known as weblogs.
4. Email is the most widely used Internet service.
5. The word modem is derived from a combination of the words, modulate.
6. There are two types of dial-up modems.

D. Differentiate between:

- | | | |
|----|------------------------|----------------|
| 1. | External Modem | Internal Modem |
| | | |
| | | |
| | | |
| 2. | Cable Internet Service | Fixed Wireless |
| | | |
| | | |
| | | |
| 3. | Uploading | Downloading |
| | | |
| | | |
| | | |

E. Short Answer type questions:

1. What is E-banking?
2. What is Social Networking?
3. What is FTP?
4. What do you mean by E-Commerce?

F. Long Answer type questions:

1. What is a search engine and how search engines work?
2. Give a detailed note on Broadband and its services?
3. How can you connect with the Internet. Explain the ways to connect to the Internet.
4. What is Internet and its uses?

G. Application based questions:

1. Owais wants to share his vacation trip pictures to his friends but he is unaware which site he uses to do this. suggest him a website for sharing his photographs.
2. Saifan's father needs to transfer money from one account to other account. But he is so busy he can't go to the bank help him to find the way that he transfer the money without visiting the bank.
3. Manzoor wants to find a good Job. Which network he used to find a suitable Job for him.

A. Choose the appropriate options:

- is an internet service that provides storage facility to computer users.
 - Cloud storage
 - Cloud computing
 - Google drive
- Most folders contain.
 - Files
 - Sub-folders
 - both a & b
- is a proprietary architecture subscribed to by an organization.
 - Private Cloud
 - Public Cloud
 - Hybrid Cloud
- is a method for delivering software applications over the Internet.
 - laas
 - SaaS
 - PaaS
- With Google Drive you can share your files with
 - No one
 - Someone
 - anyone

B. Fill in the blanks:

- is used to create documents online.
- Google was founded by and
- help you organize the files in Google Drive.
- Google Drive gives you GB of free Google online storage.
- is used to store your work online.

C. Write T for the true statement and F for the false one:

- Whenever you delete any file, it goes into Trash folder.
- The hybrid cloud allows the internet to be used as a desktop.
- Hybrid cloud is a combination of private and public cloud.
- Cloud computing services are based on a “pay as you go”.
- With Google Drive you can share your files with anyone.

D. Differentiate between:

1. Hybrid Cloud

Community Cloud

.....
.....
.....

.....
.....
.....

2. SaaS

PaaS

.....
.....
.....

.....
.....
.....

E. Short Answer type questions:

1. What type of services and resources cloud computing provide us?
2. How can you signing out from Google Drive?
3. Write two advantages of Google Drive.
4. What do you understand by Pay Per Use?

F. Long Answer type questions:

1. What are the advantages of cloud computing?
2. What is Resource pooling?
3. How can you open a Google Drive?

G. Application based questions:

1. Amir wants to go America for business purpose he doesn't want to take his laptop or any storage device with him. But he has many important files in his laptop. How can he access his files from America which is kept in his laptop.

Ch-9

Python Introduction

A. Choose the appropriate options:

- Python was created by.....
a. Monty Python b. Guido van Rossum c. None of these
- Python was first released on.....
a. February 20,1991 b. July 07,1991 c. December 12, 1991
- Python can be used for interface.
a. Graphical User b. Command Line c. both a & b
- Python is Pre-installed in
a. Ubuntu 22.04 b. Ubuntu 22.03 c. Ubuntu 22.02
- The people who write the programs are called
a. Programmers b. Engineers c. Doctors

B. Fill in the blanks:

- Python is alanguage that executes the code line-by-line at a time.
-has become a buzzword today.
- For starting Code Combat, type..... in any web browser.
- Presskeys simultaneously from the keyboard to open Terminal.
- Python comes in versions.

C. Write T for the true statement and F for the false one:

- Three greater than signs (>>>) called the prompt.
- The file extension of Python is .py.
- Run module works same as F5 key.
- Python is not a case sensitive language.
- There are 35 keywords in Python 3.

D. Differentiate between:

1. Interactive Mode

Script Mode

.....
.....
.....

.....
.....
.....

2. Primary Prompt

Secondary Prompt

.....
.....
.....

.....
.....
.....

E. Short Answer type questions:

1. Write any two features of variables.
2. What is statement?
3. What is single line comment and Multi line comment?
4. Give some examples of valid and invalid identifiers.
5. What is IDLE?

F. Long Answer type questions:

1. What are the features of Python programming?
2. What do you understand by operators? Explain Arithmetic operators and their work.
3. What are data types and its types?

G. Application based questions:

1. Luqman's teacher has given him an assignment to write a program in Python to get Name and age. By which function he showed his name and age.
2. Isra wants to sum of 50 and 20 so she used '+' operator to get the sum but the given value gets converted into string (5020). Help her to get the sum (50).

Ch-10

Fields of Artificial Intelligence

A. Choose the appropriate options:

- Artificial Intelligence can be categorized intotypes.
a. Two b. Three c. Four
- Chatbots are used in.....
a. Health care sector b. Banking Sector c. Robotics
- can analyze data to alert users on potential health issues and risks.
a. Smartwatches b. Smart Phones c. Smart computers
- is a subset of AI that enables systems to learn automatically from experience or past information.
a. Machine Learning b. Deep Learning c. Neural Networks
- The AI system will use.....to detect text in an image and extract the recognized words into a machine-readable character stream.
a. OMR b. OCR c. MICR

B. Fill in the blanks:

- Artificial Intelligence has become an..... part of our lives.
- AI-powered assist customers by responding to their doubts and queries.
- The term refers to a set of rules which employ widely accepted standards
- AI protect the for security breaches.
- ASI is currently a..... situation as depicted in movies and series.

C. Write T for the true statement and F for the false one:

- AI automation in banking reduces the workload of its employees.
- Currently there is no AGI system.
- Games such as F.E.A.R, Alien: Isolation and Tic-Tac-Toe use AI technology to present different game scenarios.

4. E-Commerce companies uses AI technology to recommend products to a user on the basis of their browsing history.
5. Robots powered by AI use real-time updates to sense obstacles in their path.

D. Differentiate between:

1. AGI

ASI

.....
.....
.....

E. Short Answer type questions:

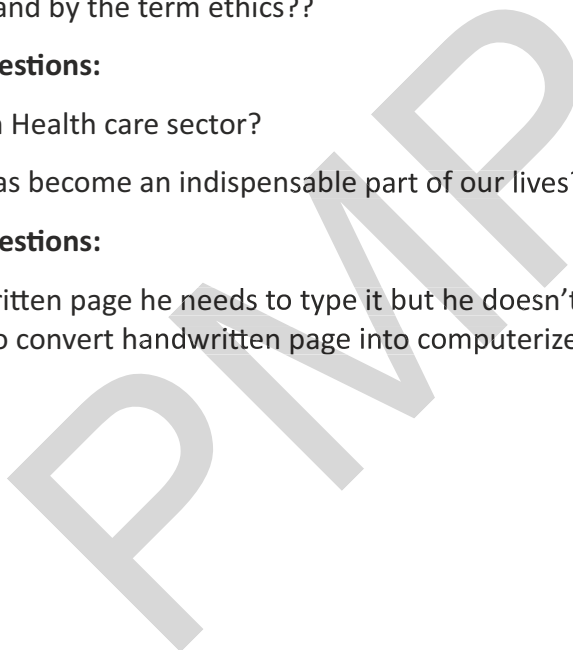
1. What do you mean by AGI?
2. What is Neural Networks?
3. What do you understand by the term ethics??

F. Long Answer type questions:

1. How AI is beneficial in Health care sector?
2. How can you say AI has become an indispensable part of our lives?

G. Application based questions:

1. Salman has a handwritten page he needs to type it but he doesn't know typing. Which technology he used to convert handwritten page into computerized typing.



From Lesson No 1 to 5

A. Choose the appropriate options:

- A group of 8 bits is called
a. Byte b. Nibble c. KB
- The main example of secondary memory is
a. RAM b. Hard disk c. Pen drive
- Calc allows you to organize data in.
a. Rows b. Columns c. Both a & b
- The values which are directly entered in the cell are called
a. Constant values b. expressions c. Variables
- To specify an absolute cell reference in a formula, enter asign before any column letters and row numbers.
a. \$ b. % c. #
- Text at the top of the chart is called.....
a. Axis Title b. Chart Title c. Value Axis
- The Linux core, referred to as the.....
a. Kernel b. CLI c. GUI

B. Fill in the blanks:

- A is the smallest unit of information a computer can process.
- NVM stands for.....
- A spread sheet file is called
- Selected group of cells is also called a
- Formula is also called.....
- You can use.....operators to perform mathematical calculations.
- Pencil was originally an application created by.....

C. Write T for the true statement and F for the false one:

1. Secondary memory is permanent in nature.
2. RAM is a temporary memory.
3. Calc automatically left-aligns the data.
4. By using Undo feature, one can revert the last changes.
5. Number formats are different formats for displaying numerical data.
6. Charts are the graphical representation of the data.
7. Play/stop button is used to play and stop the animation from the Timeline.

D. Write the full form of the following:

1. SIMM
2. DIMM
3. CLI
4. GUI

E. Differentiate between:

- | | | |
|----|--------------------|--------------------|
| 1. | RAM | ROM |
| | | |
| | | |
| | | |
| 2. | Moving Data | Copying Data |
| | | |
| | | |
| | | |
| 3. | Relative Reference | Absolute Reference |
| | | |
| | | |
| | | |
| 4. | CLI | GUI |
| | | |
| | | |
| | | |

F. Short Answer type questions:

1. What do you mean by memory?
2. How can you delete a Column in Calc?
3. What do you understand by Formatting worksheet?
4. What do you mean by Formula?
5. What are the advantages of Charts?
6. What is animation?
7. What is terminal?

G. Long Answer type questions:

1. Explain the different types of RAMS.
2. What is Cache Memory?
3. What are the uses of Calc?
4. What are the features of Calc?
5. What is a cell range?
6. What is Order of Calculation?
7. Write the features of Pencil2D.
8. Write a note on Linux.

PMP

From Lesson No 6 to 10

A. Choose the appropriate options:

- In.....YouTube was bought by Google.
a. November 2006 b. February 2005 c. January 2004
- is an interactive mapping program that covers the vast area of the Earth.
a. Google Pixel b. Google Glass c. Google Earth
- is the world's largest professional network on the Internet.
a. Facebook b. LinkedIn c. Blogging
- There are over.....blogs on the web.
a. 500 million b. 500 billion c. 500 trillion
- A is a medium of communication between the user and a computer.
a. Computer language b. Computer Network c. Internet
- Artificial Intelligence can be categorized intotypes.
a. Two b. Three c. Four
- AI serves the customers.
a. 24x7 b. sometimes c. Day time

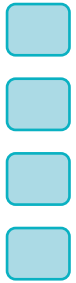
B. Fill in the blanks:

-is a web mapping service developed by Google.
-is the most popular video sharing service on the web.
- Broadband Internet service can be or
- A wireless modem, also known as
- has become a buzzword today.
- is used to define the type of value a data can contain.

C. Write T for the true statement and F for the false one:

- Google Drive is a online storage that provides you 15 GB of free Google online storage.
- A specialized laptop that runs Chrome OS is called a Chromebook.

3. FileZilla is an example of FTP services.
4. A search engine is a software program which helps in finding websites, webpages, and Internet files.
5. Variables are used to store data in the memory.
6. Python is a case sensitive language.



D. Differentiate between:

1. Cloud Computing

Traditional Computing

.....
.....
.....

.....
.....
.....

2. B2C

B2B

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.....
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.....
.....
.....

3. Public Cloud

Community Cloud

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.....
.....

.....
.....
.....

4. CLI

GUI

.....
.....
.....

.....
.....
.....

E. Write the full forms of:

1. GPS
2. WWW
3. DSL
4. FTTP
5. AWS
6. SaaS
7. IDLE
8. AGI
9. ANI
10. ASI

F. Short Answer type questions:

1. What is Google Chrome?
2. Name the languages supported by Google Translator.
3. What are dial up modem?
4. What is E-banking?
5. Write three advantage of Cloud computing.
6. Write advantages of Google Drive.
7. What do you mean by Token?

G. Long Answer type questions:

1. Write a note on Google Classroom?
2. What is Google Docs Editor?
3. What are the uses of the Internet?
4. What do you mean by Social Networking?
5. What are the reasons for choosing cloud computing?
6. What do you mean by operators?
7. What id Deep learning?

PMP