

**CLASS – VIII; SUBJECT: COMPUTER SCIENCE**

Q.1 Application based Question:

(1)

Intex corporation is designing a database for all its employees. The company has to assign a unique ID to its every employee. Suggest them a feature of database management system that they can use ?

Q.2 Fill in the blanks:

$(\frac{1}{2} \times 3 = 1\frac{1}{2})$

- a) \_\_\_\_\_ data type allows you to attach images, spreadsheet files, documents, charts and other types of files to your database.
- b) The \_\_\_\_\_ view allows you to enter data in a table. It looks like an Excel spreadsheet.
- c) To edit a record directly, scroll through the records or use the \_\_\_\_\_ buttons to find the record to edit.

Q.3 Match the columns:

$(\frac{1}{2} \times 3 = 1\frac{1}{2})$

- |                       |                 |
|-----------------------|-----------------|
| a) Flat File Database | Ctrl+S          |
| b) Save               | 16 bytes        |
| c) Number             | Microsoft Excel |

Q.4 Answer the following questions in one word or a sentence:

$(\frac{1}{2} \times 4 = 2)$

- a) Name the bar which is located at the top of the window and displays the name of the current database in Microsoft Office Access 2010?
- b) Name the view that lets us design the structure of a table by specifying the field names, data types and their properties?
- c) Name the standard file name extension for database in Microsoft Office Access 2010.
- d) Write the key combination to save the changes and close the Table in MS Access 2010.

Q.5 Define the following terms in MS Access 2010:

(1x2=2)

- a) Templates
- b) Status Bar

Q.6 Write the steps to add a new record in Microsoft Access 2010

(2)

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