**HS/XII/V/CT/Paper–VI/18**

# 2 0 1 8

## COMPUTER TECHNIQUE

( Vocational Stream )

Paper : VI

### [ Desktop Publishing (DTP) ]

### Theory

*Full Marks* : 100

*Time* : 3 hours

*The figures in the margin indicate full marks for the questions*

*General Instructions* :

(i)   Write all the answers in the Answer Script.

(ii)  Attempt Part—A (Objective Questions) serially.

(iii) Attempt all parts of a question together at one place.

( PART : A—OBJECTIVE )

( *Marks* : 60 )

SECTION—I

( *Marks* : 30 )

1. Fill in the blanks from the list of words/phrases given below :                    1×10=10

   *(a)*  The main objective of PageMaker is to _____ texts or arts in the form of objects and not to design or create them.

*(b)* The biggest drawback of typing text directly into PageMaker as compared to Word processor programs such as MS-Word or Word perfect is the excessive amount of _____ required to encode basic text.

*(c)* _____ changes the space between any pair of characters.

*(d)* The _____ command takes the document back to the last saved state.

*(e)* A better way to navigate in a zoom-in document is by _____ .

*(f)* _____ an image slides the top edge of an image to the left or right while the bottom of the image or opposite edge remains in place.

*(g)* CorelDRAW is a powerful _____ design software.

*(h)* In CorelDRAW, only the _____ place in the drawing page are printable.

*(i)* One of the five view quality options in CorelDRAW is _____ view.

*(j)* If equal amount of red and green colors are throughly mixed, then the resultant color will be _____ in color.

List of words/phrases :

| | | | |
|---|---|---|---|
| Skewing | Revert | Yellow | Enhanced |
| Assemble | Kerning | Graphic | Panning |
| Objects | Memory | | |

**2.** State whether the following statements are *True* or *False* :  ½×10=5

*(a)* In CorelDRAW, a single text can be converted into curve.

*(b)* A new node cannot be added into a line or a curve.

*(c)* A bitmap image file is smaller in memory size as compared to vector image file.

*(d)* In CorelDRAW, both artistic text and paragraph text are not same.

*(e)* The color model uses by CRT monitor is CMYK color model.

*(f)* In PageMaker, only one layer can be created in a document.

*(g)* Master page in PageMaker contains objects that appear on each page in a document.

*(h)* In a book in PageMaker, the TOC is placed in the last page.

*(i)* A palette in PageMaker is a collection of commands.

*(j)* A printer should have less dpi to print a high quality document.

**3.** Choose the most correct answer for each sentence from the given choices : 1×5=5

*(a)* The most commonly used tool from the toolbox in CorelDRAW is

   *(i)* Zoom tool

   *(ii)* Shape tool

   *(iii)* Pick tool

*(b)* The color model used by printer is

   *(i)* HSB

   *(ii)* CMYK

   *(iii)* RGB

*(c)* The tool used to create text blocks in PageMaker is

   *(i)* Pointer tool

   *(ii)* Text tool

   *(iii)* Rectangle frame tool

*(d)* In CorelDRAW or PageMaker if there are three or more objects, to bring a particular object to the top of a stack, then the command used will be

   *(i)* Arrange–Bring forward

   *(ii)* Arrange–Bring to front

   *(iii)* Arrange–Send backward

*(e)* In CorelDRAW, perspective effects enable object to be visualized as

   *(i)* one-dimensional object

   *(ii)* two-dimensional object

   *(iii)* three-dimensional object

**( 5 )**

**4.** Answer the following questions in *1* or *2* sentences
each : 1×10=10

*(a)* What is acquire in PageMaker?

*(b)* What do you mean by arrange in PageMaker or CorelDRAW?

*(c)* Define guides and their creation in PageMaker.

*(d)* What is master page?

*(e)* What is pagination?

*(f)* What do you mean by styles in PageMaker?

*(g)* Give the full form of HSB color model.

*(h)* Define masking.

*(i)* How to select multiple objects at one time in CorelDRAW?

*(j)* What does the X-value in the status bar represent in CorelDRAW?

**( 6 )**

SECTION—II

( *Marks* : 30 )

**5.** Answer any *six* of the following in *2* to *3* sentences each :                                    2×6=12

(a) Name any three plug-ins in PageMaker and define their functions.

(b) Differentiate between text block and text frame.

(c) Name three file formats which can be imported to PageMaker document.

(d) How to make objects non-printing in PageMaker?

(e) Differentiate between vector or graphic image and bitmap image in CorelDRAW.

(f) What is the basic difference between Shape tool and Freehand tool in CorelDRAW?

(g) What is Powerclips in CorelDRAW?

(h) Define Blending in CorelDRAW.

**6.** Answer any *six* of the following in *3* to *4* sentences each : 3×6=18

(a) How to fit a given text to a given path in CorelDRAW?

(b) What is process color in CorelDRAW?

(c) What are the guidelines in CorelDRAW and how to place them in the drawing window?

(d) Define Docker Windows and their uses in CorelDRAW.

(e) How are text blocks linked together in PageMaker?

(f) What is the result of word counter in PageMaker?

(g) How are objects imported into PageMaker document?

(h) What is a story editor in PageMaker?

**( 8 )**

( PART : B—DESCRIPTIVE )

( *Marks* : 40 )

GROUP—I

Answer any *five* of the following questions :       4×5=20

**7.** When do you require a master page? How to include page numbers in the master page? Where can you change the page numbering style?    2+1½+½=4

**8.** What is the procedure of creating index in PageMaker?    4

**9.** What are the four layer functions? Define each in PageMaker.    1+1+1+1=4

**10.** How do frames differ from other objects? How to distinguish an empty frame from a normal graphic object?    2+2=4

**11.** What are the different types of lenses in CorelDRAW? How to apply them?    2+2=4

**12.** What are the different tools in a shape flyout? Explain at least two of them.    2+2=4

**13.** Differentiate between rotate and mirror an object.    2+2=4

( **9** )

GROUP—II

Answer any *four* of the following questions : 5×4=20

**14.** Define and explain the process of trimming in CorelDRAW. 2+3=5

**15.** What are the different operations applied in a drop shadow in CorelDRAW? 5

**16.** What are the different color models? Describe each briefly. 2+3=5

**17.** Define data merge in PageMaker. What are the different documents or publications involved in data merge? Describe each briefly. 1+2+2=5

**18.** Define leading, tracking, indent, margin and hypenation. 1+1+1+1+1=5

**19.** In a document setup dialog box, what is the significance of double-sided options, adjust layout, restart page numbering, facing page and start page # in PageMaker? 1+1+1+1+1=5

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