

लोक सेवा आयोग
नेपाल प्रज्ञा प्रतिष्ठान सेवा आयोग, प्रशासन, विवध, रा प अन प्रथम क्षेत्री
सरह, नायब सुब्बा (कम्प्युटर) पदको खुला प्रतियोगितात्मक लिखित परीक्षा
(२०८१-०८-१८)

पत्र : प्रथम

पूर्णाङ्क: ५०

समय : ४५ मिनेट

Multiple Choice Question

25*2=50 Marks

1. Which feature of MS Word is used to create list of items?

- A) Bullets and numbering B) Word fields
C) Merge fields D) Data source

2. Which of the following is not an essential component to perform a mail merge operation?

- A) Main document B) Scaling C) Page Setup d) Indentation

3. What is the key combination Ctrl + Page Down used for in Microsoft Word?

- A) To move the cursor one paragraph down
B) To move the cursor one-page down
C) To move the cursor one-line down
D) To move the cursor one screen down

4. Which of the following is not a Section Break option?

- A) Previous Page B) Next Page C) Odd Page D) Even Page

5. Among the following options, which would you choose to change the width of a column in Excel?

- A) Drag the column boundary B) Use the function "Format Painter"
C) Apply a cell style D) Right-click and select "Column Width"

6. For what purpose can you use horizontal and vertical scroll bars?

- A) Split the worksheet into two panes B) View different rows and columns
C) Edit the contents of a cell D) View different worksheets

7. Which of the following section does not exist in a slide layout?

- A) Titles B) Lists C) Charts D) Animations

8. If you want an organization logo to make appeared on every slide in the presentation, you should add it on

- A) Design Template B) Format Shape C) Slide Master D) Slide Sorter

9. We cannot place in a presentation slide using Insert menu in MS Power Point.

- A) Organization Chart B) Header C) Footnote D) Picture

10. A primary key if combined with foreign key creates between the tables.

- A) parent child relationship B) many to many relationship
C) network model D) client server relationship

11. A special feature of the database management system which checks and permits only possible values for given type of data is called

- A) Data Verification B) Data Validation C) Data Filtering D) Data Auditing

12. Tuple in a database is a synonym for

- A) Data B) Record C) Table D) Field

13. What does 'td' in the HTML tag <td> stand for?

- A) Tables database B) Temporary data
C) Table directory D) Table data

14. Which of the following is standard LAN cables terminator in computer network?

- A) RJ-45 B) Twisted Pair C) RJ-15 D) RJ-11

15. Which of the following is not an internet browser?

- A) Firefox B) Safari C) Google D) Microsoft Edge

16. Which of the following is also referred to as malicious software?

- A) Maliciousware B) Badware C) Illegalware D) Malware

17. Which of the following is a type of independent malicious program that never require any host program?

- A) Trojan Horse B) Worm C) Trap D) Virus

18. Which of the following is not a type of display device technology in computer graphics?

- A) HDMI B) Plasma C) OLED D) CRT

19. RS-232 is a standard that applies to port.

- A) Serial B) Parallel C) USB D) Ethernet

20. Which of the following languages is made up of binary coded instructions?

- A) High level B) BASIC C) Machine D) C

21. A form of microcode or program permanently embedded into a device's hardware during manufacturing to help it function effectively is called

- A) System Software B) Firmware C) Liveware D) None of the above

22. What is an operating system?

- A) Program that manages specific hardware device
B) Program used by computer operator
C) Software used to develop programming language
D) Interface between the hardware and application programs

23. In Windows operating system, Menus are part of which of the following?

- A) Monitor B) File Explorer C) User Interface D) Browser

24. Which of the following is not a basic Windows element?

- A) Desktop B) Taskbar C) Recycle Bin D) Setting

25. In Windows OS, system tool checks hard drive for bad sector errors and attempt to fix it.

- A) Disk Formatting B) Disk Defragmentation
C) Disk Scanning D) Disk Management

1. (A)	2. (B)	3. (B)	4. (A)	5. (A)
6. (B)	7. (D)	8. (C)	9. (C)	10. (A)
11. (B)	12. (B)	13. (D)	14. (A)	15. (C)
16. (D)	17. (B)	18. (A)	19. (A)	20. (C)
21. (B)	22. (D)	23. (C)	24. (D)	25. (B)

Operator PRACTICE