**Que.1The formaulas =POWER(B5,3) and mean the same, i.e. the third power of the value in cell B5**

a) True b) False

**Que. 2 Autofill’ is a quick way of copying information from one cell to another**

a) True b) False

**Que. 3 Using the Format - Cell - Font menu item, will set text in selected cells to ITALICS.**

a) False b) True

**Que. 4 Click ------------ to apply your changes to all slides in your presentation**.

a) Apply to All b) Apply from beginning c) Apply Apply All

**Que. 5 The system unit of a personal computer typically contains all of the following except---------**

a) Microprocessor b) Serial interface c) Disk controller d)Modem

**Que. 6 Email client programs include Address book function.**

a) True b) False

**Que. 7 EBCDIC stands for Extended Binary Coded Decimal Interchange Code.**

a) True b) False

**Que. 8 OS does not boot itself when a system is switched on.**

a) False b) True

**Que. 9 View option set for one folder can be applied to**

a) all folders at the same level only b) all its subfolfers only

c) all its parent folders only d) all other folders

**Que. 10 Sharing of software is not possible using computer networks.**

a) False b) True

**Que. 11 During a slide show, pressing “S” ---------------.**

a) Pause automatic show b) Return to previous slide

c) Advances to next slide d) Show hidden slides

**Que. 12 To select several cells or ranges that are not touching each other, you would -------------**

**while selecting.**

a) hold down the SHIFT key b) hold down CTRL + SHIFT

c) hold down the ALT key d) hold down the CTRL key

**Que. 13 Outline view allows you to preview your presentation.**

a) False b) True

**Que. 14 All the shareable stuff is stored on the------------- in small networks.**

a) Junction b) Client c) Server d) Modem

**Que. 15 In HTML tags that includes both an on and on off tag are called.**

a)Comment tag b) document tag c) container tag d) empty tag

**Que. 16 Word processor is system software.**

a) True b) False

**Que. 17 The document can be zoomed maximum up to**

a) 5 b) 2 c) 1.5 d) 1

**Que. 18 The full form of ISO in International Standards Organization.**

a) False b) True

**Que. 19 Parallel interfaces are commonly used for connecting printers to a computer.**

a) False b) True

**Que. 20 WIN NT is**

a) Editor b) Compiler c) Device driver d) Operating System

**Que. 21 -------------------- is not the technology to display on the monitor.**

a) Multimedia b) LCD c) CRT d) LED

**Que. 22 Aim of ---------------- is to make all programs, data and peripherals availables to anyone on**

**the network irrespective of the physical location of the resources and the users**

a) Reliability b) computing c) Resource sharing d) Printing

**Que. 23 DAT stands for**

a) a file type b) a backup media c) a device d) a data type

**Que. 24 In the absence of electricity, -------------- is used to provide power backup to computer.**

a) UPS b) hub c) switch d) inverter

**Que. 25 Input/output module is needed only for slower I/O devices.**

a) True b) False

**Que. 26 CTRL + V key combination is used to paste some copied/cut portions**

a) False b) True

**Que. 27 PgUp command brings you to the first slide of your presentation.**

a) False b) True

**Que. 28 A ------------- is a network device that lets you link two networks together.**

a) Modem b) Hub c) Switch d)Bridge

**Que. 29 MAPI stands for**

a) Mail Application Programming Interface

b) Mail Application Protocol Interface

c) Messaging Application Programming Interface

d) Messaging Application Protocol Interface

**Que. 30 What is Pradhan Mantri Suraksha Bima Yojana (PMSBY)?**

1. Overdraft up to Rs. 5,000/- b) Life insurance cover

c) Accidental insurance cover d) None of the options

**Que. 31 Header or Footer appears on each page of the document unless they are set to appear otherwise.**

a) False b) True

**Que. 32 What key should be used to change the content of a cell?**

a) F1 b) F3 c) F4 d) F2

**Que. 33 A built - in tool that performs calculations automatically is a(an)**

a) dynamic file link b) function c) formula d)value

**Que. 34 In what menu of MS-PowerPoint, you can find office clipboard command?**

a) Slide show b) Edit c) File d) Cut the whole slide.

**Que. 35 Linux is portable.**

a) False b) True

**Que. 36 You cannot see the slides in Normal view**

a) True b) False

**Que. 37 Each digit in the binary numbering system is called a bit.**

a) False b) True

**Que. 38 Aim of --------------- is to make all programs, data and peripherals available to anyone on**

**the network irrespective of the physical location of the resound users**

a) Reliability b) Computing c) Resource sharing d) Printing

**Que. 39 Mail delivery agent, is also called the**

a) mail server b) mail provider c) mail user d) email client

**Que. 40 Which is not a valid email service provider**

a) NetGram b) Swiss post c) Mailer d) E- snailer

**Que. 41 Timely repayment of loans results**

a) All of the options b) No tension

c) Good reputation d) Easily availability of loan in future

**Que. 42 In Inbox view of email client program, message Heading having open envelop mark ---------**

a) Identifies important message b) Message with attachment

c) Message with attachment d) Identifies old read messages

**Que. 43 Part of the input hardware for most of computers is a GUI.**

a) False b) True

**Que. 44 Out of the following which domain name is invalid**

a) .com b) .xyz c) .in d) .gov

**Que. 45 In a word processor, automatically moving the insertion point to a new line when the text**

**approaches the right margin is called**

a) Word wrap b) line length control

c) margin holding d) sentence salvage

**Que. 46 What is the result of the following formula?=(2+3) - 1 \* 6 + (12 / 2)^2**

a) 60 b) 35 c) 24 d) 36

**Que. 47 Using Tools menu you can access to various utilities of word such as spell check, macros**

**and mail merge etc.**

a) True b) False

**Que. 48 What does the Ctrl + I shortcut key accomplish in MS-Word?**

a) It makes the selected text bold

b) It adds a line break to the document

c) It applies Italic formatting t the selected text.

d) It converts selected text into the next larger size of the same font

**Que. 49 In what menu of MS-PowerPoint, you can find office clipboard command?**

a)File b)Edit c)Cut the whole slide d)Slide show

**Que. 50 Maximum size of a page in most word processors is limited to 22 inch x 22 inch.**

a) True b) False

**Que. 51 The memory is of two types: Primary memory and secondary memory**

a) False b) True

**Que. 52 The main task of the data link layer is to take a raw transmission facility and transfer it**

**into a** **paragraph that appears free if detected transmission**

a) False b) True

**Que. 53 What button makes it easy to copy a character format?**

a) Left mouse b) Format Painter

c) Highlight d) Toolbar Options

**Que. 54 You can view all slides continuously one by one using -------------**

a) Slide show b) Slides c) Video d)Show

**Que.55PowerPoint allow to add date, time, header and footers to each slides but not to Notes Pages.**

a) False b) True

**Que. 56 The full forum of ASCII is the American Standard Code for Information Interchange.**

a) False b) True

**Que. 57 Parallel port of a printer contains ---------------**

a) 9 pins b) 5 pins c) 25 pins d) 1 pin

**Que. 58 Computers are autonomous and no computer on the network can start, stop or control**

**Another.**

a) False b) True

**Que. 59 Because of the unique email addresses, email can be delivered clear across the world**

**through the internet.**

a) True b) false

**Que. 60 Each packet in internet communication is given a ------------.**

a) number serialwise b) computer name

c) network ip address d) tag

**Que. 61 A software suite is a collection of separate applications bundled together and sold as a**

**group.**

a) False b) True

**Que. 62 The -------------- displays a thumbnail of all your slides.**

1. Outline tab b) Presentation wizard

c) Presentation tab d) Slide tab

**Que. 63 How do you insert page numbers in an Excel worksheet?**

a) Create a formula

b) Use the page numbering feature in the Header/Footer command on the Insert Tab.

c) Type the number in cell.

d) Use Page Numbers command from the Page Layout Tab.

**Que. 64 MDA stands for -----------------**

1. Mail Dissemination Agent b) Mail Delivery Agent

c) Mail Dispatch Assurance d) Mail Departure Agent

**Que. 65 BIOS stands for -----------------.**

a) Basic Input Output System b) Basic Input Output Synchronization

c) Basic Internal Operation Setting d) Biased Interference for Output Settlement

**Que. 66 BCC stands for**

a) Black carbon copy b) Blind copy to copy

c) Brown carbon copy d) Blind carbon copy

**Que. 67 TCP is not responsible for dividing the file/message into packets on the source computer.**

a) False b) True

**Que. 68 The METHOD nused to send the data is stored in an environment variable on the Web**

**server**

a) CONTENT-LENGTH b) POST

c) GET d) REQUEST-METHOD

**Que. 69 As resolution of a monitor is increased, the quality of an image is decreased.**

a) True b) False

**Que. 70 The DIR tag can have only**

a) 22 characters b) 18 characters c) 12 characters d) 24 characters

**Que. 71 There is no risk of cyber attack in e-governance**

a) False b) True

**Que. 72 Another application layer function File transfer**

a) False b) True

**Que. 73 -------------------- produces text or graphics stored in electronic form on paper.**

a) Printer b) keyboard c) Speaker d) Scanner

**Que. 74 ----------------- is a device that amplifies a signal being transmitted on the computer network.**

a) Modem b) Switch c) Hub d) Repeater

**Que. 75 A system can have -------, default printer.**

a) three b) Two c) Five d) One

**Que. 76 Interest on Savings Bank Deposits is paid**

a) Half yearly b) Every month c) Quarterly d) Yearly

**Que. 77 Bulleted lists and numbered lists are types of hanging indents.**

a) False b) True

**Que. 78 A PowerPoint presentation cannot be printed on transparencies.**

a) False b) True

**Que. 79 For deleting an object on a slide, first -----------.**

a) resize the image b) double click the image

c) move the image to a new location d) select the image

**Que. 80 The number of records contained within a block of data on magnetic tape is defined by**

**the -----------------**

a) Record per block factor b) Record contain clause

c) Blocking factor d) Block definition

**Que. 81 An example of an email address is:** [**johndoe@some.computer.edu**](mailto:johndoe@some.computer.edu)

a) False b) True

**Que. 82 Most usual orientation of a page is landscape.**

a) True b) False

**Que. 83 In a mailreader program, user can create a signature file and successfully attach it to a** **message.**

a) True b) False

**Que. 84 Maximum tenure of Fixed Deposit is**

a) 7 years b) 5 years c) 8 years d) 10 years

**Que. 85 Internet banking refers to**

1. Both Operation of account through internet & Opening

b) Operation of account through internet

c) Opening of account through ATM

d) None of the options

**Que. 86 What is Atal Pension Yojana (APY)**

1. Provides social security to the unorganized sector

b) All of the options

c) Fixed pension is paid on attaining age of 60 years

d) Encourages workers to voluntarily save for their retirement.

**Que. 87 In networked computers, software can’t be installed centrally rather than on each machine.**

a) False b) True

**Que. 88 OS does not boot itself when a system is switched on.**

a) True b) False

**Que. 89 An assembler is a compiler.**

a) True b) False

**Que. 90 Linux is not an OS.**

a) False b) True

**Que. 91 vol command displys DISK volume label and**

a) number of unused block b) number of blocks

c) number of files d) serial number

**Que. 92 Which of the following is a container?**

a) <INPUT> b) <SELECT> c) <BODY> d)<VALUE>

**Que. 93 Autofill is a quick way of copying information from one cell to another**

a) True b) False

**Que. 94 Using the Format - Cells - Font menu item, will set text in selected cells to ITALICS.**

1. False b) True

**Que. 95 The system unit of a personal computer typically contains all of the following except -------**

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