**Que 1) Vol command is used to**

a) adjust lolume of spekers to system b) see lolume label of the current drive

c) see lolume label of desired drive d)see lolume label

**Que 2) The tags which are required for every HTML Page you create**

a) Comment b) Document c) Empty D) Container

**Que 3) The Loast significant bit of the binary number, which is equivalent to any odd decimal**

**number, is \_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

a) 0 b) 1 or 0 c) 3 d) 1

**Que 4) Flash RAM is more stable than conventional memory**

a) True b) False

**Que 5) The \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Function is used to determine the lowest number in a given range.**

a) MIN b)NUM c) LOW d) SMALL

**Que 6) EBCDIC stands for Extended Binary Coded Decimal Interchange Code.**

a) True b) False

**Que 7) MS Powerpoint means:**

a) Database program b) Spreadsheet Program

c) Presentation program d) Word Processing Program

**Que 8) NSFnet was not less capable than ARPANET.**

a) True b) False

**Que 9) To allow Excel to automatically update a formula’s cell range as rows of data are added to the**

**spreadsheet, include a blank row in your initial cell range.**

a) True b) False

**Que 10) A Metropolitan Area Network is basically a higher version of LAN and normally, uses a**

**similar technology.**

a) True b) False

**Que 11) Using Microsoft Word’s Find and Replace feature you can**

a) replace text of a document only b) replace both text and formatting

c) replace document’s name with a new name d) replace formatting only

**Que 12) A File with extension .dat is a**

a) an video file b) Mulimedia file

c) Mutimedia file recognized by window player d) an audio file

**Que 13) CTRL + C key combination is used to copy some selected portions**

a) False b) True

**Que 14) ------------------ has total data rate of at least several Mbps(Megabits per second.**

a) WAN b) Mini Network c) Internet d) LAN

**Que 15) Computers are autonomous and no computer on the network can start, strop or control**

**another**

a) True b) False

**Que 16) Print button on the Standard toolbar will print the entire document using the default.**

a) False b) True

**Que 17) One can insert in a Powerpoint presentation.**

a) True b) False

**Que 18) Fill alignment repeats the data to fill the entire width of the cell**

a) True b) False

**Que 19) Out of the following which domain name is invalid**

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

**Que 20) Linux is portable.**

a) True b) False

**Que 21) In VGA monitor, VGA is the abbreviation of -----------------------.**

a) Very Good Adapter b) Video Games Array

c) Virtual Game Array d) Video graphics Array

**Que 22) Mail delivery agent, is also called the**

a) mail user b) mail provider

c) mail server d) email client

**Que 23) Cache memory is located within RAM**

a) False b) True

**Que 24) CTRL + B key combination is used to mark BOLD the selected portions**

a) True b) False

**Que 25) MDA stands for ------------------**

a) Mail Dispatch Assurance b) Mail Departure Agent

c) Mail Dissemination Agent d) Mail Delivery Agent

**Que 26) A Computer program that converts an entire program into machine language at one time is**

**called --------------------- .**

a) interpreter b) compiler c) simulator d) Commander

**Que 27) Which menu should you access to creat new footnotes?**

a) View b) Tools c) Edit d) Insert

**Que 28) A megabyte is approximately 1,000 bytes.**

1. True b) False

**Que 29) Areas on an image map that viewers can click to open different URLs are called**

a) Hotspots b) anchor c) image viewer d) hyperlink

**Que 30) Using the Edit option you can switch over Normal mode to Out line mode.**

a)False b) True

**Que 31) A computer becomes a ---------------------- of a network as soon as it is attached to a network**

a) Gateway b) workstation c) Router d) Junction

**Que 32) PgUp command brings you to the first slide of your presentation**

a) True b) False

**Que 33) A -------- is a system that enforces a security policy between a secure internal network and**

**an untrusted network such as internet ------------ is a type of firewall consisting of a packet-**

**filtering router and an application level gateway**

a) Encryption, screened host firewall b) Firewall , screened host firewall

c) Encryption, server firewall d) Password , screened client firewall

**Que 34) Cache memory increases the speed of main memory.**

a) False b) True

**Que 35) Two Computers are interconnected if they are capable of ----------------- .**

a) Printing b) Remoting c) Computing d) Exchanging information

**Que 36) A File with extension .dat is a**

a) multimedia file b) an audio file

c) multimedia file recognized by window player d) an video file

**Que 37) The tag used for creating hypertext and hypermedia links is**

a) DL b) A c) BR d) HR

**Que 38) The attribute used to create the actual section within the current HTML document is**

a) NAME B) GET C) HERF D) BASE

**Que 39) The principle modes are Asynchronous and synchronous.**

a) False b) True

**Que 40) In full duplex mode the communication channel is used in one direction at a time**

a) True b) False

**Que 41)** **The Title bar of PowerPoint generally appears at the ------------- of the screen.**

a) top b) centre c) bottom d) no such feature available

**Que 42) Interest on FDRs is compounded on**

a) Monthly basis b) Quarterly basis

c) Yearly basis d) Half yearly basis

**Que 43) A trial version of OS**

a) is for unlimited period b) is similar to licenced OS

c) is for limited period with limited functionalities d) is only for limited period

**Que 44) You can use Backspace key to remove characters to the left of the insertion point.**

a) True b) False

**Que 45) In full duplex mode the communication channel is used in one direction at a time .**

a) True b) False

**Que 46) Standard form of internet E-mail address is**

a) domain@domain b) user@domain

c) domain@user d) user@user

**Que 46) A range of cells in Excel can be assigned any name and used in any formula**

a) True b) False

**Que 47) You can view all slides continuously one by one using -------------**

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

**Que 48) Interest on Saving Bank Deposits is paid**

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

**Que 49) Bank provides loans for**

a) Home b) Car c) Education d) All of the options

**Que 50) On bigger networks, a ------------- is reserved fro server’s job and its only join is to help**

**workstations access data, software and hardware resources.**

a) computer b) gateway c) router d) modem

**Que 51) ATM can be used for**

a) All of the option b) Statement of account

c) Cash withdrawal d) Account inquiry

**Que 52) GUI Stands for**

a) Graphic User Interface b) Graphics User Interchange

c) Gateway User Interchange d) Graphics Utility Information

**Que 53) A mixed cell entry that contains both numbers and text can be used as a part of calculation**

a) True b) False

**Que 54) A built-in tool that performs calculations automatically is a(an)**

a) value b) function

c) dynamic file link d) formula

**Que 46) What part of the word screen shows placement of indents, margins, and tabs?**

a) Menu bar b) Text area

c) Status bar d) Ruler

**Que 46) Using a mailreader program, user can’t save a message as a file**

a) True b) False

**Que 47) ATM password should be kept in**

a) Memory b) Personal diary

c) Office diary d) All of the options

**Que 48) ----------------- is any part of the computer that can be physically touched**

a) Hardware b) A device

c) An application d) A peripheral

**Que 49) User Can’t use email client to access newsgroups.**

a) False b) True

**Que 50) In a multi-page document, the dotted line that extends on a page is called as soft page**

**break.**

a) False b) True

**Que 51) ALU is used to store data**

a) True b) False

**Que 52) In order to save a file , on the Standard toolbar, clik on the save button.**

1. a ) False b) True

**Que 53) CTRL+V key combination is used to paste some copied/cut portions**

a) True b) False

**Que 54) An Excel file is saved with an \_\_\_\_\_ extension.**

a ) .xel b).xl c ).xls d).xl

**Que 55) Like in MS Word ,you can rename a file in MS powerpoint also**

a) True b) False

**Que 56) The possible transmissions are parallel and senal transmission**

a) True b) False

**Que 57) the title bar of powerpontgenerally appears at the \_\_\_\_\_\_of the screen**

1. Top b ) botto c ) centre d)No such feature available

**Que 58) E-** **government halps simplify processes and makes access to govemment information more**

**easily accessible for public.**

a ) False (b) True

**Que 59) Dos is a os.**

a)True (b) False

**Que60) In 1990s the intemetworking of ARPANET , NSFnet and other private networks resulted into**

**internet.**

a) True (b) False

**Que61) Who can open bank account?**

a) Non Resident Indianb) b) All of the option

c) Indian citizen d) Illiterate

**Que62)** **In the intemet’s standard e-mail protocol SMTP ,NDR means**

a) Not-Delivery Receipt b)New-Delivery Report

c)Not-Delivery Report d)Non-Delivery Repoet /Receipt

**Que63)** **Values are numbers that you enter into cells**

a) False (b) True

**Que64)** **Nomination once can**

a) Be cancelled (b) None of the options

c) not be cancelled (d) Not be cancelled

**Que 65) Computer graphics are widely used in film making**

a) True (b) False

**Que 66) The Government of india has launched \_\_\_With the intent to support the country**

a) National e-Governance Plan b) E-governance plan of India

c) National Plan for e-Governance d) Indian e-Governance Plan

**Que 67) In full duplex mode the communication channel is used in one direction at a time.**

a) True b) False

**Que 68) The Network lauer is concerned with controlling the operations of the subnet.**

a) True b) False

**Que 69) Interest on FDRs is compounded on**

a) Yearly basis b) Half yearly basis

c) Quarterly basis d) Monthly basis

**Que 70) You cannot duplicate a particular slide.**

a) False b) True

**Que 71) Two wire open line is the simplest of all transmission media.**

a) True b) False

**Que 72) What automatic feature can help you save time by performing actions in Word that your’d**

**normally open other programs to do?**

a) Smart Tags b) AutoText

c) AutoCorrect d) AutoComplete

**Que 73) To keep specific rows and columns from scrolling off the screen you first must position the**

**cell pointer:**

a) below the row you want to remain on the screen

b) to the right of the column you want to remain on the screen

c) on the row you want to remain on the screen

d) both below and right of the row and column you want to remain on the screen

**Que 74) What is the maximum amount of deposits acceptable in Small accounts?**

a) Rs.30,000/- b) Rs.50,000/-

c) None of the option d) Rs.40,000/-

**Que 75) -------------- is generally owned by a single organization**

a) Internet b) LAN c) Mini Network d) WAN

**Que 76) Fill alignment repeats the data to fill the entire width of the cell.**

a) False b) True

**Que 77) In Recurring Deposits,**

a) period of deposit is a fixed tenure b) All of the options

c) a fixed sum is deposited every month d) interest is paid at FDR rate

**Que 78) Background color command is available under Farmat menu of MS-PowerPoint.**

a) False b) True

**Que 79) It is best to limit COLS to**

a) 85 b) 90 c) 70 d) 80

**Que 80) The Network layer is concerned with cotrolling the operations of the subnet.**

a) False b) True

**Que 81) In Inbox view of email Client program, message Heading having flag mark ---------------.**

a) Message with attachment b) Indentifies important message

c) Message to be dealt later d) Indentific new, read or replied to messageas

**Que 82) Nomination once done can**

a) Be cancelled b) Not be cancelled

c) Not be changed d) None of the options

**Que 83) Powerful email clients feature a user-friendly interface, the colorful icons and drop and drop**

**capability help manage email and improve user experience.**

a) False b) True

**Que 84) Two wire open line is the simplest of all transmission media.**

a) False b) True

**Que 85) Computer network does not provide**

a) Communication medium b) Reliability

c) Isolation d) Resource sharing

**Que 86) The first microprocessor built by the Intel Corporation was called ----------------**

a) 8008 b) 8080 c) 8800 d) 4004

**Que 87) To send an email message to someone you must know his/her mail adreass**

a) False b) True

**Que 88) Number of default web browser is**

a) One b) Two

c) Five d) three

**Que 89) The Title bar of PowerPoint generally appears at the ---------- of the screen.**

a) top b) centre

c) bottom d) no such feature available

**Que 90) PowerPoint allow to add date, time, header and footers to each slides but not to Notes**

**Pages.**

a) True b) False

**Que 91) The ID, which is to the left of the @ sig, is often a shortened version of the persons name,**

**such as their first initial and last name or their first name and last initial.**

a) False b) True

**Que 92) Mail user agent, is also called the**

a) email client b) mail server

c) mail provider d) mail user

**Que 93) Use ----------- , for adding a slide to an existing presentation.**

a) File-Add a new slide b) File-Open

c) File-New d) Insert-New slide

**Que 94) Computer network systems can’t be sophisticated and add to cost.**

a) False b) True

**Que 95) IBM 7000 digital computer**

a) has modular construction b) employs semi conductor memory

c) uses VLSI d) belongs to second generation

**Que 96) In computer network, if software and files held centrally, it may be impossible to carry out**

**work if the central server fails.**

a) False b) True

**Que 97) One can insert a slide in a PowerPoint presentation.**

a) False b) True

**Que 98) Inkjet printer uses ink to print the document**

a) False b) True

**Que 99) The mouse and the keyboard are the two parts of the two parts of the system unit.**

a) False (b) True

**Que 100) Outline view allows you to preview your presentation.**

(a) True (b) False

**Que 101) Auto fill’ is a quick way of copying information from one cell to another**

(a) True (b) False

**Que 102)** **GUI Stands Gateway Utility Interface .**

a)True (b) False

**Que 103) All of the following are examples of input devices except\_\_\_\_.**

a) Voice-recognition devices b) Optical scanners

c) COM (Computer Output Micro film) d) CRT (Cathode Ray Tupe)

**Que 104) A Page that is 11 inches wide and 8.5 inches tall is an example of a portrait page.**

a) True b) False

**Que 105) The logical date refers to the ways programmer sees it.**

a) False b) True

**Que 106) PAN means**

a) Primary Account Number b) Permanent Account Number

c) A kind of utensil d) None of the options

**Que 107) The symbol used at the beginning of the HREF text**

a) & b) ^ c) $ d) #

**Que 108) We should keep our savings with banks because**

a) All of the options b) Can be withdrawn anytime

c) It is safe d) Eams interest

**Que 109) Using Tools menu you can access to various utilities of word such as check, macros and**

**mail merge etc.**

a) False b) True

**Que 110) There are no disadvantages of computer networks.**

a) True b) False

**Que 111) In internet ,computers are connected to smaller networks, which in tum are connected**

**through gateways to the Internet backbone**

a) False b) True

**Que 112) One of the main feature that distinguish microprocessors from micro – computers in that---**

**----------------**

a) exactly the same as the machine cycle time

b) words are usually larger in microprocessors

c) Microprocessor does not contain I/O devices

d) words are shorter in microprocessors

**Que 113) What are the benefits attached to PMJDY?**

a)Overdraft facility up to Rs. 5,000/-

b) Life insurance cover of Rs. 30,000/-

c) All of the options

d) Accident insurance cover of Rs. 1.00 lac

**Que 114) Clip art is a collection of various charts you can insert to the slides in a Powerpoint**

**presentation.**

a) False b) True

**Que 115) Which of the following is not an Operating System**

a) Window 3.0 b) WIN NT

c) Linux d) DOS

**Que 116) It is best to limit COLS to**

a) 90 b) 70 c) 85 d) 80

**Que 117) A reference such as $B$5 is called a relative reference**

a) True b) False

**Que 118) Common set of rules for communication are called computer network projects.**

a) False b) True

**Que 119) --------------------- generally spans diameter of not more than a few kilmeters.**

a) LAN b) WAN

c) Mini Network d) Internet.

**Que 120) Excel has a(n) ---------------------- you can use to check the worksheet for spelling**

**errors.**

a) autofix b) spell checker

c) dictionary d) error checker

**Que 121) In a multi-user OS, minimum two users must work at a time.**

a) False b) True

**Que 122) In a multi-user OS, minimum two users must work at a time.**

a) False b) True

**Que 123) Window 95 is a single iser Operating System.**

a) False b) True

**Que 124) A blank cell has the numeric value of -------------- .**

a) blank b) null c) zero d) space

**Que 125) Click ------------- to apply your changes to all slides in your presentation.**

a) Apply b) Apply from beginning

c) ApplyAll d) Apply to All

**Que 126) A byte is equal to 8 bits.**

a) False b) True

**Que 127) Email clients work with any ISP (Internet Service Provider) that uses standard**

**internet email protocols.**

a) True b) False

**Que 128) One can make use of Slide Show option to show Slides one bby one.**

a) False b) True

**Que 129) An Excel file is saved with an ---------------- extension**

a) .xls b) .xl c) .xel d) .xlf

**Que 130) In which shortcut key is used to double underline the selected text?**

a) Ctrl+U b) Ctrl+ Shift+D

c) Ctrl+Shift+U d) Ctrl+D

**Que 131) What is Atal Pension Yojana( APY) ?**

a) provides social security to the unorganized sector

b) Encourages workers to voluntarily save for their retirement

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

d) All of the options

**Que 132) The networks spread across countries are known as ----------------**

a) Local Area Nertwork b) Zonal Networks

c) Wide Area Networks d) Mini Network

**Que 133) A -------------- is approximately one billion bytes.**

a) gigabyte b) bit

c) kilobyte d) megabyte

**Que 134) An organization chart is used to represent an overall structure of an organization.**

a) False b) True

**Que 135) UCE stands for**

a) Unsolicited Commercial Email b) Unsolicited Common Email

c) Unsolicited Content of Email d) Unsolicited Computer Email

**Que 136) If you do not save your workbook, can you recover any lost data the next time you**

**start Excel?**

a) True b) False

**Que 137) Education Loans**

a) Granted for studies in India & abroad

b) Cover tuition fee & expenses

c) All of the options

d) Are repayable after completion of course

**Que 138) Data and instruction are not stored in RAM before they are processed.**

a) False b) True

**Que 139) View option set for one folder can be applied to all other folders as well.**

a) False b) True

**Que 140) For sending message from your computer to destination computer, modem**

**changes--------------.**

a) Digital data into analog data b) Analog data into Digital data

c) Raw data into processed data d) packets into signals

**Que 141) GUI Stands for**

a) Gateway User Interchange b) Graphics User Interc

c) Graphic User Interface d) Graphics Utility Information

**Que 142) The data to be transmitted is split into data block with beginning and ending makers is**

**called Framing.**

a) Trueb) False

**Que 143) A related session service is a Token management.**

a) True b) False

**Que 144) A system can have -------------- default printer.**

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

**Que 145) NSFnet was not less capable than ARPANET.**

a) True b) False

**Que 146) The ------------ function is used to determine the lowest number in a given range.**

a) NUM b) LOW c) MIN d) SMALL

**Que 147) NVT and IAC means -----------and -------- respectively**

a) Network visual terminal, Interpret as cell

b) Network visual terminal, Interpret as command

c) Network visual terminal, Imagine as command

d) Network visual terminal, Imagine as command

**Que 148) Life insurance means**

1. Insurance of life of human and Cattle b) Insurance of human

c) All of the options d) Insurance of Life of Machines

**Que 149) You can use Backspace key to remove characters to the left of the insertion point.**

a) True b) False

**Que 150) What is the default extension of PowerPoint files?**

a) View b) .txt

c) .ppt d) .rtf

**Que 151) You can change the page orientation of a section affecting the rest of the document.**

a) False b) True

**Que 152) MS Window OS does not have following types of commands**

a) Internal b) External

c) real d) Virtual

**Que 153) To send an email message to someone you must know his/her email address.**

a) True b) False

**Que 154) Header or Footer appears on each page of the document unless they are set to appear**

**otherwise.**

a) True b) False

**Que 155) In internet, computers are connected to smaller networks, which in turn are connected**

**through gateways to the Internet backbone**

a) True b) False

**Que 156) Analog computer works on 0 and 1.**

a) False b) True

**Que 157) CTRL + U key combination is used to Underline selected text**

a) True b) False

**Que 158) Information revolution generated by computer networks is expected to change society as**

**much as the industrial Revolutioon did.**

a) True b) False

**Que 159) There are no disadvantages of computer networks.**

a) True b) False

**Que 160) MGNREGS stands for**

a) Mahatma Gandhi Nutrition & Rural Employment Generation Scheme

b) Mahatma Gandhi National Rural Employment Guarantee Scheme

c) None of the options

d) Mahatma Gandhi National Rural Employment Generation Scheme

**Que 161)** **HTML tags are recognized by**

a) (= =) b) Angle bracket + !

c) ! = d) angle bracket

**Que 162) A page that is 11 inches wide and 8.5 inches tall is an example of a portrait page.**

a) True b) False

**Que 163) If you need to edit header or footer of a document which menu should you access?**

a) Insert b) Tools

c) Edit d) View

**Que 164) Email message header does not show who has sent the email message.**

a) False b) True

**Que 165) Under PMSBY, accidental death claim is available for**

a) None of the options b) Rs. 1 lac

c) Rs. 2lac d) Rs. 3 lac

**Que 166) MDA stands for**

a) mail delivery agent b) mail delivered agent

c) mailer delivery agent d) mailed delivery agent

**Que 167) Control unit controls all the operations of the somputer.**

a) False b) True

**Que 168) The ----------- displays a thumbnail of all your slides.**

a) Outline tab b) Presentation wizard

c) Presentation tab d) Slide tab

**Que 169) Keyboard, VDU and printers are essential for desktop computer.**

a) False b) True

**Que 170) The Microsoft clip gallery allows you to add clip art images to a slide.**

a) False b) True

**Que 171) The programming language to create static web page is------.**

a) XML b) HTML

c) SQL d) WML

**Que 172) Which of the following is a valid text operation?**

a) The Apostrophe ( ‘ ) b) The Plus sign ( + )

c) The Ampersand sinh ( & ) d) The Less than sign ( < )

**Que 173) Computer network systems can’t be sophisticated and add to cost.**

a)True b) False

**Que 174) MUA stand for -----------**

a) Mail upload Agent b) Message User Agent

c) Mail User Agent d) Message Upload Agent

**Que 175) The ALU of a computer responds to the commands coming from -------.**

a) External memory b) Cache memory

c) Control unit d) Primary memory

**Que 176) Window 2000 OS is portable.**

a) True b) False

**Que 177) What part of the Word screen shows placement of indents, margins and tabs?**

a) Text area b) Status bar

c) Menu bar d) Ruler

**Que 178) Country domains are also called as ---------- If domain name does not end in a dot, it is**

**incomplete and the --------- may complete this by append**

a) State, DNS b) International , Server

c) National domains, DNS resolver d) Geographic, DNS resolver

**Que 179) If you press ----------------, the cell accepts your typing as its contents but the focus stays in**

**the cell.**

a) TAB b) ENTER

c) CTRL + ENTER d) INSERT

**Que 180) Autofill is a quick way of copying information from one cell to another**

a) True b) False

**Que 181) Smaller the cable diameter , lower is the transmission loss and Slower transfer speeds can**

**be achieved.**

a) True b) False

**Que 182) What are the benefits attached to PMJDY?**

a) Overdraft facility up to Rs. 5,000/-

b) Accident insurance cover of Rs. 1.00 lac

c) All of the options

d) Life insurance cover of Rs. 30,000/-

**Que 183) As resolution of a monitor is increased, the quality of an image is decreased.**

a) True b) False

**Que 184) How do you print only part of your Excel worksheet?**

a) Insert a page break.

b) Select the worksheet data you want to print and then select the Selection option in the

Print dialog box.

c) Change the size of the fonts

d) Use the zoom command on the Status Bar.

**Que 185) The miniature representation of the slides is known as ---------**

a) Slide Show view b) Notes page view

c) Outline view d) Slide Sorter view

**Que 186) To select a column the easiest method is to -----------.**

a) Double-click any cell in the column b) click the column heading

c) click the comlumn label d) drag form the top cell in the column to

the last cell in the column

**Que 187) In Excel, a mixed cell entry that contains both values and text is automatically treated like a**

**label.**

a) False b) True

**Que 188) Flash RAM is more stable than conventional memory**

a) False b) True

**Que 189) One of the main feature that distinguish microprocessors from micro-computers is that -----**

**-----**

a) words are usually larger in microprocessors

b) microprocessor does not contain I/O devices

c) words are shorter in microprocessors

d) exactly the same as the machine cycle time

**Que 190) rm command is used to delete a file in linux Equivalent command in Window is**

a) prune b) del

c) rm d) purge

**Que 191) ---------- are symbols used to identify items in a list.**

a) Graphics b) Bullets

c) Icons d) Markers

**Que 192) Printer cannot be connected to the computer using ------------.**

a) Parallel port b) Serial port

c) PS/2 d) USB port

**Que 193) The view that puts a blue line around each page that waould be printed is the ---------**

a) Page Break Preview b) Print Preview

c) Normal d) Split View

**Que 194) High-speed memories are needed to bridge the gap of speed between I/O device and**

**memory.**

a) True b) False

**Que 195) The microprocessor and memory are the parts of the system unit.**

a) False b) True

**Que 196) The ARPANET was a search network sponsored by the DoD.**

a) False b) True

**Que 197) Using Insert menu you can insert various objects such as page numbers, footnotes, picture**

**frames etc.**

a) True b) False

**Que 198) A byte can hold one --------- of data.**

a) Kilobyte b) character

c) binary digit d) bit

**Que 199) When a key is pressed on a keyboard, --------------**

a) a shut down instruction is executed

b) an electric contact is formed between the row and column

c) a file is deleted

d) a command is executed

**Que 200) A ----------- provides access to features of the program.**

a) browser b) menu bar

c) feature presentation d) Office Assistant

**Que 201) Finding a specified word and replacing it with another is an example of copy and paste.**

a) False b) True

**Que 202) Third generation computer uses IC’s.**

a) False b) True

**Que 203) The ID, which is to the left of the @ sig,is often a shortened version of the persons’ name ,**

**such as their first initial and last name or their first name and last initial.**

a) False b) True

**Que 204) File security in computer network is more important especialiy if connected to WAN’s e.g.**

**protection from viruses.**

a) True b) False

**Que 205) Window menu allows you to work with two documents simultaneously.**

a) False b) True

**Que 206) A smart card has a built-in computer processor and memory.**

a) True b) False

**Que 207) After getting computer connected to the internet, one needs to setup up email program so**

**that one can begin sending and receiving email.**

a) True b) False

**Que 208) Internet is interconnection of large and small network around the globe.**

a) True b) False

**Que 209) When you select the Replace --------- option on the Edit menu, the dialog box which appears**

**is called**

a) Replace dialog box b) Edit dialog box

c) Find dialog box d) Find and Replace

**Que 210) Using the formula menu in email client, you change the display of the email client window.**

a) False b) True

**Que 211) Calendaring in email client softwares is used for scheduling appointments, meetings, tasks,**

**reminders.**

a) False b) True

**Que 212) The destination computer receives packets in random manner. (It may receive packet 10**

**before packet 1 arrives).**

a) True b) False

**Que 213) Using the Insert option in email client, you can change the display of the email client**

**window.**

a) False b) True

**Que 214) ------------ does not affect the resolution of a video display image.**

a) raster scab rate b) screen size

c) vertical and horizontal lines of resolution d) bandwidth

**Que 215) The maximum size of a PowerPoint file is 1 MB inclusive of video file.**

a) False b) True

**Que 216) One of the options available to the presenter during a slide show is Slide Navigator.**

a) False b) True

**Que 217) You can choose fonts and font sizes with the -------- toolbar.**

a) Formatting b) Drawing

c) Standard d) AutoText

**Que 218) Print button on the Standard toolbar will print the entire document usinig the default**

**settings.**

a) False b) True

**Que 219) In Inbox view of email client program, message Heading having paperclip mark ----------.**

a) Message with attachment b) Message to be dealt later

c) Identifies important message d) Identifies new, read or replied to

messages

**Que 220) A reference such as $B$5 is called a relative reference**

a) True b) False

**Que 221) If you need to edit header or fiiter of a document which menu should you access?**

a) Insert b) View

c) Tools d) Edit

**Que 222) View option set for one folder can be applied to all other folders as well.**

a) False b) True

**Que 223) Application softeware are programs that performs that perform “useful” work or tasks,**

**such as typing and calculating.**

a) False b) True

**Que 224) To go to slide number 24, press ------------.**

a) 24 + Enter b) 24 + Pg Up

c) 24 + Esc d) Enter + 24

**Que 225) In Excel, a cell is a(n) :**

a) Check box. b) Text box.

c) Screen tip. d) Intersection of a row or column.

**Que 226) Application software is used to directly control computer hardware.**

a) False b) True

**Que 227) Arguments in functions are separated by a(n):**

a) Apostrophe ( ‘ ) b) Comma ( , )

c) Parentheses ( ) d) Quota ( “ )

**Que 228) --------- is one of the first protocols developed for communication between autonomous**

**system**

a) EGP b) EIGRP

c) UDP d) RUP-2

**Que 229) Country domains are also called as ------ If domain name does not end in a dot, it is**

**incomplete are the ---- may complete this by appending a suffix.**

a) National domains, DNS resolver b) State, DNS

c) International, Server d) Geographic, DNS resolver

**Que 230) Information embodies the understanding of a relationship of some sort, possibly cause and**

**effect.**

a) False b) True

**Que 231) A PowerPoint file can be converted into ------ format.**

a) html b) .xls

c) .doc d) .ppt

**Que 232) Bank draft is issued by**

a) All of the options b) Regional Rural Banks

c) Private Sector Banks d) Public Sector Banks

**Que 233) When a page break is inserted on a page of a word processor no text matter can be typed**

**below that page.**

a) True b) False

**Que 234) In what menu of MS-PowerPoint, you can find office clipboard command?**

a) Edit b) Cut the whole slide.

c) Slide show d) File

**Que 235) An OS does not necessarily manage all devices connected to a system.**

a) False b) True

**Que 236) 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 237) On the CRT monitor, there is a coating of -----------------.**

a) Phosphor b) Aluminum Peroxide

c) Color d) Mercury

**Que 238) A page that is 11 inches wide and 8.5 inches tall is an example of a portrait page.**

a) True b) False

**Que 239) Modems allow you to combine the power of your computer with the global reach of the ---**

**-----**

a) Televison systems. b) Transport Systems

c) Radio systems d) Telephone systems.

**Que 240) Internet banking refers to**

a) Operating of account through internet

b) Both operating of account through internet & Opening of account through ATM

c) Opening of account through ATM

d) None of the options

**Que 241) A computer that facilitates the sharing of data, software and hardware resources (e.g.**

**printers, modems etc) on the network is termed as a --------**

a) Modem b) Client

c) Server d) Junction

**Que 242) In Inbox view of email client program, message Heading having paperclip mark --------------.**

a) Message with attachment

b) Identifies new, read or replied to messages

c) Identifies important message

d) Message to be dealt later

**Que 243) The attribute used to create the actual section within the current HTML document is**

a) GET b) HERF

c) NAME d) BASE

**Que 2 44) PowerPoint does not allow to copy an entire presentation to another.**

a) True b) False

**Que 245) The flow regulations and the lesson handing are integrated.**

a) False b) True

**Que 246) In business, the most commonly used computer is a mainframe.**

a) True b) False

**Que 247) Which one of the following is option while sending email**

a) Smal Mail b) Sendto

c) My Document d) My Computer

**Que 248) --------------- is a hardware device used to connect several computers together.**

a) Hub b) Monitor

c) Processor d) Mouse

**Que 249) The Office Clipboard stores one item at a time, and each time you store a new item it**

**replaces the previous item.**

a) True b) False

**Que 250) PMJDY LIC Insurance of Rs. 30,000/- is available for first time accounts opened**

a) Between 15th August 2014 and 26th January 2015 b) On 15th  Gugust 2014

c) None of the options d) On 26th January 2015

**Que 251) The shortcut** key used in EXCEL for copying selected text is -------

a) SHIFT + A b) SHIFT + C

c) CTRL + A d) CTRL + C

**Que 252) In order to read your email, you need to use a mailreader program on your computer.**

a) False b) True

**Que 253) A number stored as 9123456 can be displayed in a cell as 9.123E+6.**

a) False b) True

**Que 254) The view that puts a blue line around each page that would be printed is the ---------.**

a) Page Break P{review b) Print Preview

c) Normal d) Split view

**Que 255) Labels are right-justified by default.**

a) False b) True

**Que 256) Booting of an OS implies loading of OS in MM.**

a) True b) False

**Que 257) Durinig a slide show, pressing “S” ------------.**

a) Pause automatic show b) Return to previous Slide

c) Advances to next slide d) Show hidden slides

**Que 258) Fill alignment repeats the data to fill the width of t he cell.**

a) False b) True

**Que 259) GUI Stands for Gateway Utility Interface.**

a) True b) False

**Que 260) The miniature representation of the slides is known as -------.**

a) Outline view b) Notes Page view

c) Slide Show view d) Slide Sorter view

**Que 261) The person’s home computer address is to the right of the @ sign and usually has some**

**connection to the site where the user has his/her email account.**

a) False b) True

**Que 262) CTRL + I key combination is used to convert selected text into Italics font**

a) False b) True

**Que 263) MS Window OS does not have following types of commands**

a) virtual b) External

c) real d) Internal

**Que 264) What button makes it easy to copy a charater format?**

a) Format Painter b) Toolbar Options

c) Highlight d) Left mouse

**Que 265) The maximum length of a file in MS Word 2000 is 32 MB.**

a) False b) True

**Que 266) The networks spread across countries are known as ---------.**

a) Local Area Network b) Zonal Networks

c) Wide Area Networks d) Mini Network

**Que 267) MS Window OS does not have internal commands**

a) False b) True

**Que 268) A ------------ can be defined as interconnected collection of autonomous computers.**

a) Organization b) Network

c) Protocol d) Router

**Que 269) Resolution means number of individual color dots, also known as ------.**

a) VGA b) Pixel

c) LCD d) Dot per inch

**Que 270) ----------------- has data rate less than 1 Mbps (Megabits per second).**

a) Mini Network b) WAN

c) LAN d) Internet

**Que 271) HDCL stands for high-level DATA Link Control.**

a) False b) True

**Que 272) Controlling authority of ASCII is Link Control.**

a) True b) False

**Que 273) ATM password should be kept in**

a) Memory b) Personal diary

c) Office diary d) All of the options

**Que 274) Defaulter for loan means?**

a) Bad repatation b) None of the options

c) Illegal Activities d) Not paying loan Instalment

**Que 275) Which currently note has security thread?**

a) Rs. 50/- b) All of the Options

c) Rs. 500/- d) Rs. 100/-

**Que 276) What is Validity period of cheque?**

a) Unlimited b) 3 Month from date of Issue

c) 4 Month from date of Issue d) 1 Month from date of Issue

**Que 277) Bank draft is issued by**

a) Regional Rular Banks b) All of the options

c) Private sector Banks d) Public sector Banks

**Que 278) ATM password to be shared only with**

a) Spous b) obedient daughter

c) None of the options d) obedient son

**Que 279) Education Loans -------------**

a) All of the options b) Cover tuitions fee wxpenses

c) Granted for studies in india aborad d) Are repayable after of coursecomplition

**Que 280) Who is the present Governor of RBI?**

a) Raghuram Rajan b) Montek Singh Ahluwalia

c) K.C. Charkarborty d) Urjit Patel

**Que 281) What is the maximum amount of deposits acceptable in small accounts?**

a) None of the options b) Rs. 40,0000/-

c) Rs. 50,000/- d) Rs. 30,000/-

**Que 282) Which type of deposits earns higher interest rate?**

a) Current Account b) Savings Account

c) Fixed Account d) None of the Options

**Que 283) PAN Means**

a) Primary account number b) A kind of utensil

c) None of the Options d) Permanent account number

**Que 284) KYC Means?**

a) None of the Options b) Know your customer

c) Both know your customer and know your character d) Know your character

**Que 285) Outline view allows you to preview your presentation.**

a) False b) True

**Que 286) MAPI stands for**

a) Mail Application Programming Interface

b) Mail Application Protocol Interface

c) Messaging Application Programming Interface

d) Messaging Application Protocol Interface

**Que 287) What is Pradhan Mantri Suraksha Bima Yojana (PMSBY) ?**

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

c) Accidental insurance cover d) None of the options

**Que 288) A ---------- is a network device thaot lets you link two networks together.**

a) Modern b) Hub

c) Switch d) Bridge

**Que 289) Header or Footer appears on each page of the document unless they are set to appear**

**otherwise.**

a) False b) True

**Que 290) What key should be used to change the content of a cell?**

a) F1 b) F3

c) F4 d) F2

**Que 291) A built-in tool that performs calculations automatically is a (an)**

a) dynamic file link b) function

c) Formula d) value

**Que 292) In the absence of electricity, ---------------- is used to provide power backup to computer.**

a) UPS b) hub

c) switch d) inverter

**Que 293) Mail delivery agent, is also called the**

a) mail server b) mail provider

c) mail user d) email client

**Que 294) Input/output module is needed only for slower I/O devices**

a) True b) False

**Que 295) DAT stands for**

a) a file type b) a backup media

c) a device d) a data type

**Que 296) CTRL + V key combination is used to past some copied/cut portions**

a) False b) True

**Que 297) 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 298) Linux is portable.**

a) False b) True

**Que 299) You can not see the slides in Normal view**

a) True b) False

**Que 300) Upper and lower case characters matter in email address.**

a) False b) True

**Que 301) Each digit in the binary numbering system is called a bit.**

a) False b) True

**Que 302) Aim of ----------- is to make all programs, data and peripherals available to anyone on the**

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

a) Reliability b) Computing

c) Resource sharing d) Printing

**Que 303) Aim of ----------- is to make all programs, data and peripherals available 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 304) 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 305) 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 306) Word processor is system software**

a) True b) False

**Que 307) The document can be zoomed maximum up to**

a) 5 b) 2

c) 1.5 d) 1

**Que 308) The full form of ISO is International Standards Organization.**

a) False b) True

**Que 309) Parallel interfaces are commonly used for connecting printers to a computer.**

a) False b) True

**Que 310) WIN NT is**

a) Editor b) Cpmpiler

c) Device driver d) Operating System

**Que 311) All the shareable atuff is stored on the ---------- in small networks.**

a) Junction b) Client

c) Server d) Modem

**Que 312) ---------------- is not the technology to display on the monitor.**

a) Multimedia b) LCD

c) CRT d) LED

**Que 313) Sharing of software is not possible using computer networks.**

a) False b) True

**Que 314) Using the Format – Cells – Font menu item, will set text in selected cells to ITALICS.**

a) False b) True

**Que 315) Click ------------ to apply your changes to all slides in your presentation.**

a) Apply to All b) Apply from beginning

c) Apply d) Apply All

**Que 316) Autofill is a quick way of copying information from one cell to another**

a) True b) False

**Que 317) 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 318) Email client programs include Address book function.**

a) True b) False

**Que 319) EBCDIC stands for Extended Binary Coded Decimal Interchange Code.**

a) True b) False

**Que 320) OS does not boot itself when a system is switched on.**

a) False b) True

**Que 321) View option set for one folder can be applied to**

a) all folders at the same level only

b) all its subfolders only

c) all its parent folders only

d) all other folders

**Que 322) Which is not a valid email service provider**

a) NetGram b) Swiss post

c) Mailer d) E-snailer

**Que 323) Timely repayment of loans results**

a) All of the options b) No tension

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

**Que 324) In Inbox view of email client program, message Heading having open envelop mark ----------**

**------.**

a) Identifies important message b) Message to be dealt later

c) Message with attachment d) Identifies old read messages

**Que 325) The formules =POWER(B5,3) and =B5^3 mean the same, i.e. the third power of the value in**

**cell B5.**

a) True b) False