

what will be the use of Ctrl + J ?

Options

- Insert Image
- Insert Hyperlink
- Align Justify
- Search file

Clear Response

_____ is the process of dividing the disk into tracks and sectors

Options

- Tracking
- Formatting
- Crashing
- Allotting

Clear Response

The computer's processor consists of the following parts

Options

- CPU and Main Memory
- Hard Disk and Floppy Drive
- Control Unit and ALU
- Operating System and Application

Clear Response

Storage capacity of magnetic disk depends on

Options

- disk pack in disk surface
- tracks per inch of surface
- bits per inch of tracks
- All of the above

Clear Response

Which of the following two justification align the text on both the sides-left and right of margin?

Options

- Left
- Right
- Justify
- Balanced

Clear Response

on which page the header or the footer is printed by default ?

Options

- on first page
- on last page
- on alternate page
- every page

Clear Response

Which of the following is not available on the Ruler of MS Word screen ?

Options

- Tab stop box
- Left Indent
- Right Indent
- Center Indent

Clear Response

How to insert a sound file in word document ?

Options

- From insert -> sound menu option
- From insert -> object menu option
- From insert -> subject menu option
- From insert -> file menu option

Clear Response

Format painter tool can be found in ?

Options

- Options toolbar
- Standard toolbar
- Formatting toolbar
- Drawing toolbar

Clear Response

By default your documents print in _____ mode

Options

- Landscape
- Portrait
- Page Setup
- Print View

[Clear Response](#)

Microsoft Office is an example of a

Options

- Closed source software
- Open source software
- Horizontal market software
- vertical market software

Clear Response

Which of the following is a popular programming language for developing multimedia web pages.

Options

- COBOL
- Java
- BASIC
- Assembler

Clear Response