**Unit 2 (Web Applications Basic)**

Q 1. Which one is not a type of network?

a) Local Area Network b) Wide Area Network

c) Internet **d) None of the Above**

Q 2. Three advantages of Networking are: (i)\_\_\_\_\_\_\_\_\_\_, (ii)\_\_\_\_\_\_\_\_\_\_& (iii)\_\_\_\_\_\_\_\_\_\_\_.

**Answer:** Data Sharing, Hardware Sharing, Internet Access Sharing.

Q 3. List two architectures to design the networks.

**Answer:** Peer-to-peer & Client Server Architecture.

Q 4. Which one is not a Wired Internet Access?

a) Dial-Up **b) 3G**

c) DSL d) Cable Internet Access

Q5. True/ False

(i) WiMAX and Wi-Fi are two main wired Internet connectivity methods. **[F]**

(ii) Text messaging, File transferring and save message history are the features of Instant Messaging but Audio Calling and Video Calling Conferencing are not the features of Instant Messaging. **[F]**

(iii) A blog is a discussion style website used by technical and non-technical users for creating personal webpage. **[T]**

(iv) Change your password frequently at least twice a day so that your account information remains secure. **[F]**

(v) Your password should be so simple like your favorite color, friends name, bike number, mobile number and it should be easy to remember. **[F]**

Q6. Servers are computers that provide resources to other computers connected to\_\_\_\_\_\_\_\_\_\_\_\_.

(i) Mainframe b) Super Computer

(iii) Client **d) Network**

Q7. List any four web based instant messaging software.

**Answer:** (i) Meebo, (ii) Yahoo! Messenger for Web, (iii) MSN Web Messenger & (iv) IMO.

Q8. List any four popular blogs.

**Answer:** (i) [www.WordPress.com](http://www.wordpress.com/) (ii) [www.blogger.com](http://www.blogger.com/) (iii) [www.blog.com](http://www.blog.com/)

(iv) [www.weebly.com](http://www.weebly.com/)

Q9. List any three website that allow online transactions.

**Answer:** Flipkart, RedBus, Ebay, IRCTC

Q10. Choose the strongest password from the options.

a) password b) amit123

c) [p@ssw0rd](about:blank) **d) u1vx:;4Hd{}$**

Q11. Which one may not used for additional media to backup your data?

a) Compact Disc **b) Mozilla Firefox**

c) Pen drive d) Hard Disk

Q12. Which one is having risk related to the security of your system?

a) Do not share your personal informations b) Keep your user name and password private

**c) Do not use encryption software** d) Clear browser cookies frequently.

Q13. Which one is online threat?

a) Firewalls **b) Phishing**

b) Antivirus d) Antispyware

**Unit 3 (Word Processing)**

Q5. In Word Processing, Header and Footer options are available under which Tab?

a) Home **b) Insert**

c) Page Layout d) References

Q6. List any three items that can be added into the Header area.

**Answer:** Page Number, Date & Time, Image, Picture and Normal Text.

Q7. In Word Processing, Footer option is available under \_\_\_\_\_\_\_\_ group in \_\_\_\_\_\_\_ Tab.

**Answer:** (i) Header & Footer Group (ii) Insert

Q8. List any three items that can be added into the Footer area.

**Answer:** Page Number, Date & Time, Image, Picture and Normal Text.

Q9. \_\_\_\_\_\_\_\_ are pre-defined options used for creating professional document with less efforts.

**Answer:** Styles or Style Sets

Q10. In Word Processing, Style set option is available under \_\_\_\_\_\_\_\_ group in \_\_\_\_\_\_\_ Tab.

**Answer:** (i) Style (ii) Home

Q11. Creating a new document based on a \_\_\_\_\_\_\_\_\_ can save your \_\_\_\_\_\_\_\_\_\_ because all the work it takes to design the document has already been done.

**Answer:** (i) template (ii) time and effort

Q12. What are the flexibilities Section Break add to format the document?

**Answer:** User can create different headers and footers, different footnote numbering, change the layout of columns, change page borders for different pages, and even change page layouts in the same document! Using section breaks is like having mini-documents in one large document.

Q13. Which one is not character case in Word Processing?

a) UPPER CASE b) tOGGLE cASE

c) Sentence case. **d) None of the Above**

Q14. \_\_\_\_\_\_ can help in making a document look colourful and presentable. \_\_\_\_\_ are pre-defined images available for use in documents.

**Answer:** Clip Art, Clip arts

Q15. List any two websites that offers free clip arts.

**Answer:** [www.openclipart.org](http://www.openclipart.org/) [www.pdclipart.org](http://www.pdclipart.org/) [www.clker.com](http://www.clker.com/)

[www.freeclipartnow.com](http://www.freeclipartnow.com/) [www.wpclipart.com](http://www.wpclipart.com/)

Q16. Clip Art is available under \_\_\_\_\_\_\_\_\_\_\_ illustrations group in \_\_\_\_\_ tab

**Answer:** (i) illustrations, (ii) Insert

Q17. Once user have inserted the picture, he can wrap the text by using the \_\_\_\_\_option under Text section of the \_\_\_\_\_\_ tab after double-clicking on the picture

**Answer:** (i) *Wrap Text (ii)* insert

Q18. List any three word wrapping options available in a word processing software.

**Answer:** Inline with Text, Square, Tight, Through, Top and Bottom, Behind the Text, In Front of the Text.

Q19. Symbol option is available under \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ group in the \_\_\_\_\_\_ tab.

**Answer:** (i) Symbol, (ii) Insert

**Unit 4 (Spreadsheet)**

Q 1. Ms Excel is a\_\_\_\_\_.

a) Word processing program **b) Spreadsheet program**

c) Presentation Program d) None of the above

Q 2.What are the different types of views available in the spreadsheet?

**Answer:** (i) Normal (ii) Page Layout, (iii) Page Break Preview iv) Custom Views& (v) Full Screen

Q 3. By default , how many sheets are there in an excel workbook ?

**Answer:** 3.

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Q6. \_\_\_\_\_\_\_\_\_ is used for adding the values given in cells automatically without writing

the formula.

(i) SUM **b) AutoSum**

(iii) SUMIF d) All of the above

Q8 Which of the following is a type of page orientation .

a) Landscape b) Portrait

c) Gutter **d) Only A& B**

Q 9. When you freeze a row, what remains constant?

**a) Header** b) Chart

b) Sort d) Print

Q11. The intersection of a row and column is called a \_\_\_\_\_\_\_.

a) table **b) cell**

c) data d) sheet

Q12. Formulas in Excel start with\_\_\_\_.

a) + b) %

**c) =**  d) -

Q 14. When you enter =sum(A1:Z1) in B2, it \_\_\_\_\_\_.

a) Shows an error message

b)Inserts the sum of contents of cells A1 and Z1 in B2.

c) Replaces the contents of first column elements from A1 to Z1 after adding each element with the content of B2.

**d) Inserts the sum of contents of cells from A1 to Z1 in B2.**

**.**

Q19. Linking cells from different (i) \_\_\_\_\_\_\_ /\_\_\_\_\_\_\_\_\_\_ helps you to summarize data from different sources. Linking data helps you help to keep information (iii)\_\_\_\_\_\_\_\_\_\_ without editing at multiple locations.

**Answer:** (i)Worksheets/Spreadsheets (ii) up to date

**aging (Intermediate)**

**Unit 7: Database Development (Basic)**

Q1  A \_\_\_\_\_\_\_\_\_ is an organized collection of data  
a) Information b) Valuable information  
c) **Database** d) Metadata

Q 2. DBMS is software.  
a) True  
b) False

**Answer:** True

Q3 What does DBMS stands for?

**Answer:** Database Management System.

Q4. In how many ways you can schedule an appointment using calendar.

**Answer:** We can schedule an appointment in two ways: i) Using menu bar. ii) Using calendar view.

Q**5.** DML is provided for  
a. Description of the logical structure of a database.  
b. The addition of new structures in the database system.  
**c. Manipulation & processing of the database.**  
d. Definition of a physical structure of the database system.

Q 6. A \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_is a database management system that is based on the relational model.

**Answer:**  RDBMS

Q 7. Three popular DBMS software are i) \_\_\_\_\_\_\_\_\_, ii)\_\_\_\_\_\_\_\_\_, & iii) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**Answer:** i)Microsoft SQL server ii) MYSQL iii) ORACLE

Q 8. List the data types used in a DBMS /RDBMS?

**Answer:** i)Numeric Types ii) Alphanumeric Types iii) Binary Types iv) Date time v) Other Variable types

Q 9. List data types available in Alphanumeric Data type?

**Answer:** i) LONGVARCHAR ii) CHAR iii) VARCHAR iv) VARCHAR\_IGNORECASE

Q 10. Types of languages used for creating and manipulating the data in the Database are i)\_\_\_\_\_\_\_\_\_\_\_\_\_\_ & ii)\_\_\_\_\_\_\_\_\_\_\_\_.

**Answer:** (i) DDL (ii) DML

Q 11. State the relationship and difference between a primary and foreign key?

**Answer:** The foreign key identifies a column or set of columns in one (referencing) table that refers to a

column or set of columns in another (referenced) table. Here the key in the referenced table is the primary key.

Q 12. \_\_\_\_\_\_\_\_\_\_\_ is a set of data elements that is organized using a model of vertical columns and horizontal rows.

**Answer:**  Table

Q13 \_\_\_\_\_\_\_\_\_\_\_\_\_\_are used to identify which type of data we are going to store in the database.

**a) Primary Key** b) Foreign key

c) candidate key d) super key

Q 14.A \_\_\_\_\_\_\_\_\_\_\_\_ is a unique value that identifies a row in a table.

**Answer:**  Primary key.

Q15 . Which one of the following attribute can be taken as a primary key ?

a) Name b) Street

**c) Id**  d) Department

Q.16 The statement in SQL which allowsmodification of information in the database.   
 a. Alter.  **c. Update.**  
 c. Create. d. select.