1. Notepad is a 'text only' _____
    a. Writer
    b. **Editor**
    c. Reader
    d. Viewer
2. Notepad insert _____
    a. Text and pictures
    b. **Only text Only**
    c. Pictures All
    d. Above
3. Chooses the biltin ID ------
    a. **WordPad**
    b. **Notepad**
    c. Ms word
    d. Ms excel
4. Using   Notepad we can formatting text___
    a. True
    b. **False**
5. Which one is not found in Notepad Menu?
    a. File
    b. Edit
    c. **Insert**
    d. View
6. The Control Panel window will be displayed as-------
    a. **System & Security**
    b. **user account**
    c. **Network & Internet**
    d. **Hardware & Sound**
    e. **Program**
7. Easy Access is the sub menu of --------
    a. File Explorer
    b. **Control Panel**
    c. Program
    d. Notepad
8. Step of Uninstalling programs ---
    a. Control Panel - program
    b. Start menu -Control Panel - program
    c. **Search -- Control Panel - program**
9. Programs are normally supplied on ---
    a. **CD**
    b. **DVD**
    c. Pendrive
    d. Heard Disk
10. How we can Shutting down the computer?
    a.   **Right click on the Start button and from the popup menu displayed click on Shut down or Sign Ou**t.

b. Left click on the Start button and from the popup menu displayed click on Shut down.

c. Double click on the Start button and from the popup menu displayed click on Shut down.

11. Which sub menu we can found Shutdown menu--

    a. **Sleep**

    b. **Sign out**

    c. **Shut down**

    d. **Restart**

12. The keyboard shortcut to close the active window is

    a. **Alt+F4**.

    b. Ctrl+F5

    c. Alt+F5

    d. Alt+Ctrl+F5

13. Right click on an empty part of the Windows

    a. Menu Bar

    b. **Taskbar**

    c. Status Bar

    d. Start Menu

14. Right click over the This PC icon within the Windows

    a. Menu Bar display

    b. **File Explorer display**

    c. Status Bar display