Multiple Choice Question(MCQ)

Q-0:Default file sorting order on windows 10 is

      a. Date of modification
      b. File size
      c. Alphabetical order of file names
      d. File's type
      e. All of the above

Q-1:Files can be sorted based on

      f. Alphabetical order of file names
      g. Date of modification
      h. File size
      i. File's type
      j. All of the above

Q-2:Files can be sorted base according to reverse alphabetical order or descending order of file size

    a**. True**

    b. False

Q-3:How can we sort a list of files according to alphabetical order?

      a. Clicking on "Date modified" showing above the files.
      b. Clicking on "Name" showing above the files.
      c. Clicking on "Size" showing above the files.
      d. It's not possible.

Q-4:Whics serves as logical pointers to the different physical drives you have access to?

      a. Drive size
      b. Date of drive creation
      c. A system of drive letter
      d. It's not possible to get access to drive

Q-5:Choose the right option

    i.   A folder can be created inside a drive.

    ii.   A drive can be created inside a folde.

    a.   **Only i is correct.**
    b.   Only ii is correct .
    c.   Both i and ii is correct.
    d.   Both i and ii is incorrect.

Q-6:Which of the following orders are valid??

    a.   **Drive>Folder>File**
    b.   Folder>Drive>File
    c.   **Drive>Folder>Folder>File**
    d.   File>Drive>Folder
    e.   Drive>File>Folder

Q-7:Operating system of a computer is stored in

    a.   RAM
    b.   BIOS
    c.   **Hard Disk**
    d.   CD-ROM

Q-8:Which one is largest unit of file size?

    a.   Bit
    b.   **TB**
    c.   MB
    d.   GB

Q-9:Process of creating a folder.

    a.   Place the pointer on a folder>right click on mouse>New>Folder
    b.   **Place the pointer over the empty space of a window>right click on mouse>New>Folder**
    c.   Place the pointer over any place of a window>right click on mouse>New>Folder
    d.   Place the pointer over the empty space of a window>right click on mouse> Folder

Q-10:While naming a folder we must consider about

    a.   Using a meaningful name for the files or folders.
    b.   If a file or folder relates to a particular organization you could include the name of the organization within the name.
    c.   Sometimes it may be useful to include date or year information within the name.
    d.   **All of the above.**

Q-11:How to rename a folder or file?

     a. Select the folder or file>press F4>Write on the editable area>Press Enter
     b. Select the folder or file>press F2>Write on the editable area> Press Enter
     c. Select the folder or file>press F2>Write on the editable area> Press Enter
     d. Press Enter>Press F2>Write on the editable area>

Q-12:Which one is correct short cut for creating a folder?

     a. Press Ctrl+N
     b. Press Ctrl+Alt+N
     c. Press Alt+Shift+N
     d. Press Ctrl+Shift+N

Q-13:How to delete a file or folder?

     a. Select the file or folder>press delete button from keyboard
     b. Select the file or folder>Right click on mouse>Select delete from>Press enter
     c. Select the file or folder>Press Shift> Press Delete
     d. By performing all of the above