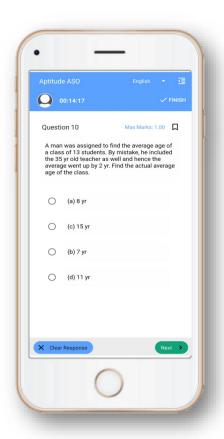
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Part-B COMPUTER TEST: 50 Marks

Instructions: Each question under this section carries two marks. Please read the questions carefully and answer the questions by selecting the most appropriate answer out of the multiple answers given below each as A, B, C and D.

There shall be negative marking @ 0.5 mark per question for wrong/multiple answers.

Lnere	shall be negative marking & o.s.				
51.	Purpose of Ctrl + B shortcut key in MS – Excel is:				
	(A) Open Save Dialog Box				
	(B) Open Print Dialog Box				
	(C) Open Paragraph Dialog Box				
	(D) Open Page Format Dialog Box				
52.	without using the standard placeholders?				
	(A) Text tool box	(B) Line tool			
	(C) Drawing tool	(D) Auto shapes tool			
53.	displays each slide of the PPT as a thumbnail and is used to re-arrange them:				
	(A) Slide Show	(B) Slide Sorter			
7.8	(C) Slide Design	(D) Slide Display			
54.	Column, Bar, Pie, Line, Scatter are types of :				
	(A) Charts	(B) Fonts			
	(C) Shape Tool	(D) Drawing Tool			
55.	Which of the following allow you to select more than one slide in a presentation?				
55.	(A) Alt + Click each slide	(B) Shift + drag each slide			
	(C) Ctrl + Click each slide	(D) Function + Click each slide			
56.	Shortcut to insert new slide in the current Presentation is :				
	(A) Ctrl + M	(B) Ctrl + O			
	(C) Ctrl + N	(D) Ctrl + F			
57.	Which of the following is the smallest measure of storage?				
	(A) KB	(B) MB			
	(C) TB	(D) Byte			
	The second secon	AND THE PERSON OF THE PERSON O			

		1 (1)	nit is			
58.		uit-board of the system u	(B) Mother Boa	rd		
	(A) RAM	and the state of t	(D) None of the	Above		
	(C) Hard Disk	3-16- 2 E	(D) None of			
59.	Bluetooth is an	example of :				
	(A) Wireless P	Personal Area Network (WPAN)			
	(B) Local Area	Network (LAN)				
	(C) Virtual Pri	ivate Network (VPN)				
	(D) Wide Area	Network (WAN)				
60.	If a new device	e is attached to a compu	iter, such as printer of	r scanner, its	must be	
		e the device can be used				
	(A) Buffer	(B) Pager	(C) Driver	(D) Server		
04	TT 161 1	# # 10 - 10 - 10 - 10 - 10 - 10 - 10 - 1			es area Pro-	
61.		a login name and passw		A . 100 C		
	(A) Trouble sh	A CONTRACT FOR LAND ASSESSMENT	(B) Configuration			
	(C) Authentica	ation	(D) Logging Ou	ıt		
62.	Internet explor	er falls under :				
	(A) Operating	System	(B) Compiler			
	(C) Browser		(D) IP address			
63.	In a network, t	he computer that stores	the files and processes	s the data is named	as:	
	(A) Server		(B) Terminal			
	(C) Modem		(D) All of the al	novo		
	(C) Modelli		(D) All of the at	oove		
64.	WWW stands f	or:		7.00		
	(A) World Wid	le Wireless	(B) World Wide	Web	It. y	
	(C) World Wid	le Wares	(D) World Wide	Weight		
65.	What kind of	attempts is made by i	ndividuals to obtain	confidential inform	nation from a	
	person by falsif	ying their identity?	P 9"			
		cams grant to a specific				
	(C) Computer	Virus	(D) None of the	Above	This was	
	What is an e-ma		The state of	form the state of	way ye who	
	(A) An internet standard, which allow users to upload and download					
		(B) Transmission of files and messages through computer network				
	to reach a series of the series of the		o adough computer n	etwork	And the second	
100		typed conversation	THE STATE OF THE S	18 Yest - 18 18 18		
	(D) An operation	ng system	TO A STATE OF			

67.	How can you check the look of a document before printing in MS Word?					
	(A) Use Magnifier (E	Use Print Preview				
	(C) Use Save As (I)) Shift + Delete				
68.	3. What is the shortcut key to "I Indo" the last ac	What is the shortcut key to "Undo" the last action in a document?				
	(A) Ctrl + X	3) Ctrl + Y				
		D) None of above				
69.	The anial and a local	ate a particular word or phrase in a document is				
09.	to use the service of	iii a paare				
	to use the command:	3) Find				
	(12) Tieplinee	D) Search				
	(C) LOOKUP					
70.	0. What is the purpose of headers and footers us	sed in document:				
(A) To mark the starting and ending of a page						
43	(B) To allow page headers and footers to app	ear on document when it is printed.				
	(C) To enhance the overall appearance of the	document				
	(D) All of the above					
	(b) The or the above					
71.	71. Purpose of Ctrl + B shortcut key in MS – Wor	d is:				
	(A) It makes the selected text bold.					
	(B) It deletes a line in the document.					
	(C) It adds a line break to the document.					
	(D) None of the above					
72	72. In a spreadsheet, you can activate a cell by:					
	(A) Pressing the Tab key	(B) Clicking the cell				
		(D) All of the above				
70	73. In a spreadsheet, which button do you click	to add up a series of numbers ?				
		(B) The formula button				
	(C) The quicktotal button	(D) The total button				
39	The state of the s					
74	74. In order to tell Excel that we are entering a such as:	formula in cell we must begin with an operator				
	(A) + (B) = 1.00 (B) = 1.00 (B)	(C) #. (D) @				
7	75. How are data organized in a spread sheet?	Direction of the State of the S				
	(A) Lines & Spaces	(B) Layers & Planes				
	(C) Height & Width	(D) Rows & Columns				
	(C) 11618111 & 11100	() 1000				