



1.	A peer-to-peer LAN is an appropriate network architecture for				
	Home network.				
2.	Similar to a hub in an Ethernet network, a				
	helps relay data between wireless network nodes.				
	Wireless access point				
3.	Cell phones use to access the Internet.				
	Micro Browser Software				
4.	In CSMA/CD, the computer sends a fixed unit of				
	data called a(n)				
	Packet.				
5.	The uniform resource locator (URL) is case				
	sensitive in the				
	Directory				
6.	ASCII is a(n)				
	Encoding standard used to represent letters				
	and characters.				
7.	A global network made up of thousands of				
	privately owned computers and networks is called				
-1	the:				
	Internet				
8.	Which of the following is NOT a basic function of				
	the operating system?				
	(1) Manage memory				
	(2) Provide the word processing system				
	(3) Start the computer				
	(4) Provide the user interface				
9.	Which of the following scrambles a message by				
	applying a secret code?				
	Encryption				
10.	The Internet began with the development of				
	ARPANET				
11.	Website is a collection of				
	1) HTML documents				
	2) Graphic files				
	3) Audio and Video files				
	4) All of the above				
12.	Who designed the first electronic computer -				
	ENIAC?				
	Van Neuman				
13.	Which of the following is not a network?				

15. Which of the following is the largest unit of storage?

TB

16. Virtual memory is?

Memory on the hard disk that the CPU uses an extended RAM

- 17. ___ is the process of finding errors in software code? **Testing**
- 18. What is the shortcut key to "Undo" the last action in a document?

Ctrl + U

19. The programs which are as permanent as hardware and stored in ROM is known as

Firmware

20. For creating a document, you use....... Command at File Menu.

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21. Computer uses the _____number system to store data and perform calculations.

Binary

- 22.is the process of carrying out commands **Executing**
- 23. In word, when you indent a paragraph, you

3) Optical Fiber

14. In MICR, C stands for?

Character

1) Local Area Network

2) Wide Area Network



Push the text in with respect to the margin

24. ASCII stands for

American Standard Code for Information Interchange

- 25. Which of the following is used by the browser to connect to the location of the Internet resources?
- 26.is the process of dividing the disk into tracks and sectors.

Formatting

27. What is the permanent memory built into your computer called?

ROM

28. Which computer memory is used for storing programs and data currently being processed by the CPU?

Internal memory

29. Changing an existing document is called ____ the document.

Editing

30. What is backup?

Protecting data by copying it from the original source to a different destination

31. What is a popular program for creating documents that can be read on both a PC and a Macintosh computer?

Adobe Acrobat

32. An image on a computer screen is made up of a matrix of what?

Pixels

33. What does dots per inch (DPI) measure?

density of the pixels on a computer screen

34. What type of software creates a smaller file that is faster to transfer over the Internet?

Compression

35. A unit of computer information that contains data as well as all the procedures or operations is called:

An object.

- 36. The world's first truly cross-platform programming language is called: **Iava.**
- 37. The most widely used type of database management system is the:

Relational database.

38. What is the newest type of database, which is well suited for multimedia applications, called?

Object-oriented database

39. What do the circles on a data flow diagram represent?

Transformation processes

40. The type of printer that prints by selectively unchanging static electricity from spots on a metal drum is a(n):

Laser printer

41. A warm boot in older versions of Windows is caused by:

Typing the Ctrl+ Alt+ Delete key combination

42. Setting fonts for the text in your document is an example of:

Formatting.

43. ______ is the file system used by the operating system to identify the physical locations of files on the hard drive.

FAT

44. _____software allows the user to speak into the computer rather than type in text.

Speech recognition

45. A server uses _____applications software to support its client computers.

back-end

46. What does the XP stand for in Windows XP?

Experience

- 47. Which symbol is used in Excel to denote exponential numbers?
- 48. Which of the following is NOT a source of viruses?
 - (1) Diskettes
 - (2) The Internet
 - (3) E-mail messages
 - (4) Computer networks
- 49. Which printer type is an impact printer?

Dot-matrix printers

50. What type of software must to be used to translate scanned text into a format that can be manipulated?

OCR

51. —High Resolution|| computer monitors will have____

High dpi

52. A world wide web contains web pages _____

Residing in many computers linked together using HTML

53. Word processing, spreadsheet, and photo-editing are examples of _____

Application software

54. Retail employees typically use ______ terminals to process sales transactions.

point of sale

55. The primary purpose of a computer is to process _____ and convert it into information.

Data

56. The simultaneous processing of two or more programs by multiple processors is _____



	multiprocessing		Compressed File
57.	Help Menu is available at which button?	75.	At a time how many operating system can be a
	Start		work on a computer?
58.	Thefolder retains copies of messages that		Only one
	you have started but are not yet ready to send.	76.	Answer Sheets in bank PO's/Clerk's examinations
	Drafts		are checked by using –
59	Which of the following statements is true?		Optical Mark Reader
57.	Microsoft Windows defines the operating	77	Image can be sent over telephone lines by using
	environment standard for computers with Intel	//.	Fax
		70	Which among the following is a Scientific
60	processors The records the name and exact location	70.	
ου.	The records the name and exact location		Computer Language?
	of every file on a disk.	70	FORTRAN
	File allocation table	79.	What is —Oracle ?
61.	Inheritance is the ability of an object to pass on its		Database Software
	characteristics to its	80.	IC Chip is made of
	Subclasses		Silicon
62.	Which of the following activities is NOT a	81.	At which place is India's Silicon Valley situated?
	component of e-business?		Bangalore
	Cash flow management	82.	A connection from one HTML document to another
63.	Which of the following extends data across		HTML document is called
	networks rather than store it in one central site?.		Hyper Link
	Distributed database	83.	This device is used to connect your computer with
64.	What is a serial port that adds a direct connection		a telephone line, so that can access information
	to a network?		from other servers and ordinary users too, said
	NIC		device is called
65	Which of the following is saved to noncontiguous		Modem
03.	clusters on a hard disk?	84	Device on one network can communicate with
-1	Fragmented file	04.	
66			devices on another network via
00.	What should be used if a company wants to include	QΓ	Gateway The gareon healtground is known as the
	its company name and logo at the bottom of every	85.	The screen background is known as the
	page of a brochure?	0.6	Desktop
	Footer	86.	Which of the following is not an input device?
67.			(1) Mouse
	language developed in the early 1990.		(2) Keyboard
	VB		(3) Light pen
68.	Linux is a		(4) VDU
	Real-time operating system	87.	What are the units used to count the speed of a
69.	The runs the front-end applications		printer?
	software in a network.		DPI
	Client	88.	A computer that combines the characteristic of
70.	Which of the following is used for close a tab on a		analog and digital computers
	browser?		Hybrid Computer
	(1) Ctrl + T	89.	WORM stands for?
	(2) Ctrl + W	0,1.	Write Once Read Memory
	(3) Ctrl + A for select all	90	Memory unit is a part of
71	What is RISC?	70.	Central Processing Unit
/ 1.	Microprocessor	01	Which of the following companies developed MS
72		91.	
12.	'NORTON" is an		Office-2000?
72	Anti-Virus Program	0.0	Microsoft
/3.	A program that converts high level language to	92.	What is the meaning of MICR'?
	machine Language is	6.2	Magnetic Ink Character Recognition
	Compiler	93.	VIRUS stands for
74.	Zip is afile.		Vital Information Resource Under Seize



94.	The technique that extends storage capacities of main memory beyond the actual size of the main memory is called	111.	A set of rules for creating markup languages that enables programming to capture specific types of data by creating their own elements is called
	Virtual storage		XML
95.	Command we can use to close the	112	Small plain text files that are written to your
70.	windows.	114	computer's hard disk by many of the Web sites you
	Alt+F4		visit are called
96.	Algorithm is used		Cookies
	To describe a set of procedure by given result	113	Which of the following is the proper way to denote
	is obtained		a cell in a spreadsheet?
97.	FOXPRO is a		C5
	Language	114	Which broadband service is the most available?
	CAREER POWER ™		Satellite
	CAREER POWER	115	is a set of rules computers use to talk to
	AN IIT/IIM ALUMNI COMPANY		each other.
	AN III/IIII ACGININI GGINI ANT		Protocol
98.	Who is considered to the father of computers?	116	Which backup method only backs up files that have
	Charles Babbage		been modified since the last backup?
99.	Which of the following will connect you to the		Incremental backup
	Internet?	117.	Which type of transmission media is known as
	An Internet service provider		regular telephone wire?
100	. What software allows you to view internet sites?		Twisted-pair wire
	A browser		To protect a computer from unauthorized
101	. When more than one window is open, to switch to		access
	the ne xt window — is the key combination.	119.	A disk's content that is recorded at the time of
	(1) CTRL+F5	K	manufacture and that cannot be changed or erased
	(2) CTRL+F6		by the user is
	(3) CTRL+F7		Read-only
	(4) CTRL+F8 AN IIT/IIM AL	120.	In word, you can change Page Margins by
102	. Where are data and program stored when the		Clicking the right mouse button on the Ruler
	processor uses them?	121.	Which part of the computer helps to store
	Main memory		information?
103	Represents raw facts, where- asis a	400	Disk - drive
	meaningful data.	122.	Which key is used to delete one character to the
	Data, information		left of the current position of the cursor?
104	. Saving is a process-	100	Backspace
	To copy the document from memory to storage	123.	If you want to connect to your own computer
	medium		through the Internet from another location, you
105	. PNG stands for		can use-
	Portable Network Graphics	124	Telnet
106	. The maximum Zoom percentage in MS PowerPoint	124.	A (n)is a special visual and audio effect
	is		applied in Power-point to text or content. Animation
40-	400%	125	
107	. The word 'FTP' stands for	125	Where does most data go first with in a computer
400	File Transfer Protocol		memory hierarchy? RAM
108	. Compiler in computer system is a	126	All of the following are examples of storage devices
400	Process	120	
109	. What is an intersection of a row and column in a		EXCEPT Printers
	spreadsheet?	127	Select the Odd one
110	Cell	14/	Operating system
110	. What is the process of creating movement from	128	Which of the following is not an advantage of
	still images?	120	magnetic disk storage?
	Animation		magnetic aton storage.



	 (1) The access time of magnetic disk is much less than that of magnetic tape (2) Disk storage is longer lasting than magnetic tape (3) Disk storage is less expensive than tape storage (4) All of the above 		CAREER POWER AN IIT/IIM ALUMNI COMPANY Launches an exclusive Online Test series for
129	(5) None of these Perforated paper used as input or output media is known as Paper tape		IBPS P(O)
130	The first generation computer system used Vacuum tubes		PRELIMINARY EXAM 2015
131	To access properties of an object, the mouse technique to use is		Total test: 25 Price: Rs. 425/-
132	right-clicking The ALU and Control Unit jointly known as CPU		Visit: onlinestore.careerpower.in You can use the tab key to
133	Computers process data into information by working exclusively with characters	148. V	Indent a paragraph Which process checks to ensure the components of the computer and operating are connected
	COBOL stands for Common Business Oriented Language	Ì	oroperly? Booting What is the correct association between a
	What is the other name for programmed chip? ROM	ŀ	nardware component and a computer function? Mouse > input
136	Store data temporarily and pass it on as directed by the control unit. Register	(Fhe sharing of a medium and its path by 2 or more devices is called
137	RAID stands for		Multiplexing Fhe server on the internet is also known as
	Redundant Array of Inexpensive Disks	131.	The server on the internet is also known as
138	Select the smallest memory size:-	j	Host
	Kilobyte In most Microsoft programs, what does 'alt+f4' do?	152. <i>I</i>	Host A database management system (DBMS) is a
139	Kilobyte	152. <i>A</i>	A database management system (DBMS) is a Software system used to create, maintain and provide controlled access to a database.
139	Kilobyte In most Microsoft programs, what does 'alt+f4' do? Ends the program A device that is used to transmit data from one	152. A	A database management system (DBMS) is a Software system used to create, maintain and provide controlled access to a database. ke us on-
139 140	Kilobyte In most Microsoft programs, what does 'alt+f4' do? Ends the program A device that is used to transmit data from one location to another is known as Carrier Programs developed by an outside supplier and provided to the user in a machine readable form is	152. A	A database management system (DBMS) is a Software system used to create, maintain and provide controlled access to a database. ke us on- nttps://www.facebook.com/Emahendras Which of the following is an example of connectivity?
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~ Formerly known as \(\frac{1}{2}\) BANK POWER			
159. Personal computers can be connected together to	169. A computer checks the of user names and		
form a	passwords for a match before granting access.		
network	Data base		
160. Which of the following is true?	170. Computers that are portable and convenient for		
Eight-digit binary number is called a byte	users who travel are known as		
161. Which of the following can be used to select the	Lap tops		
entire document?	171. What is the term for unsolicited e-mail?		
(1) CTRL+A	Spam		
(2) ALT+F5	172. The tells the computer how to use its		
(3) SHIFT+A	components.		
(4) CTRL+K	Operating system		
(5) CTRL+H	173. When sending an e-mail, the line describes the		
	contents of the message.		
	Subject		
what	174. The key will launch the start buttons.		
	Windows		
where	175. What is the ultimate purpose of Defragmentation?		
	Create More Free Space		
h th	176. Which input device cannot be used to work in MS		
how	Office?		
When	Joy stick		
	177 Is a method in which multiple		
Fresh Vacancy Alerts, Daily GK Updates, Results, Daily Quizzes	communication devices are connected to one		
	another efficiently.		
Everything of	Switching		
IBPS Bank Exams	178is a collection of web - pages andis the		
	very first page that we see on opening of a website.		
	Website, Home page		
A	179. What's considered the 'backbone' of the World		
	Wide Web?		
	HTTP 180. SMTP stands for		
bankersadda.com	Simple Mail Transfer Protocol		
www.bankersadda.com	181. Small application programs that run on a Web page		
	and provide animation are known as		
162. A concentric circle on a disk is called a	flash		
track	182. The errors that can be pointed out by the compiler		
163. DSL is an example of a(n) connection.	known as		
broadband	Syntax errors		
164. Instructions and data that are processed by the	183. A contains specific rules and words that		
CPU are located in	express the logical steps of an algorithm?		
RAM 165 All of the following are considered to be storage	syntax		
165. All of the following are considered to be storage devices EXCEPT	184. A Proxy server is used for which of the following?		
CPU	To process client requests for web pages		
166. The commonly used UNIX commands like date, ls,	185. Storage that retains its data after the power is		
cat etc. are stored in	turned off is referred to as?		
hin directory	non-volatile storage		

w to use its e describes the ttons. agmentation? to work in MS ich multiple ected to one ind is the g of a website. of the World on a Web page y the compiler nd words that hm? ne following? pages the power is 186. Which term identifies main page of the entire site? URL 187. A hard copy of a document is_____ printed on the printer 188. Which is the part of a computer that one can touch and feel? www.sscadda.com Page 6

1 million bytes

single chip is called ____

167. A circuit with about 100 transistors fabricated on a

168. One megabyte equals approximately ____



		11111	TOWER
	Hardware		Dragging
189.	CPU stands for	205.	When was the first Windows operating system
	central processing unit		launched?
190.	Start or restart the computer known as		1985
	boot	206.	What is the difference between a CD-ROM and a
191.	This is not a function category in Excel		CD-RW?
400	Logical		A CD-RW can be written to, but a CD-ROM can
192.	The operating system that is self-contained in a	207	only be read from
	device and resident in the ROM is	207.	What happens when we try to delete the fries on
102	Embedded Operating System To be able to "be of" the commutes must be seen a (a)		the floor set deleted and connet be rectared
193.	To be able to 'boot', the computer must have a(n)		The files get deleted and cannot be restored
	One wasting Creaters	200	again An adventional institution would generally have
104	Operating System On-line real time systems become popular	200.	An educational institution would generally have the following in its domain name
174.	inGeneration.		(1) .org
	Third Generation		(2) .edu
105	is the ability of a device to "jump" directly		(3) .inst
175.	to the requested data.		(4) .com
	Random access		(5) .sch
196	is the combination of keys to switch between	209	POST stands for
170.	the last four places that you have edited.	20).	Power on Self-Test
	(1) ALT + CTRL + Z	210.	Which of the following can input graphical images
	(2) ALT + CTRL + Y		and pictures for a computer?
	(3) ALT + TAB + Z		Scanner TM
	(4) ALT + SHIFT + Z	211.	Which of the following categories would include a
197.	is the functional key to display save-as box.	K	keyboard?
	(1) F5		Input Device
	(2) F6	212.	In Word you can force a page break-
	(3) F9 $A N IIT/IIM A L$		By positioning your cursor at the appropriate
	(4) F12		place and pressing Ctrl +Enter
198.	Accessing data on tapes is much than that	213.	LSTs (Large Integration) used in?
	accessing data on disks.		Fourth generation
	Slower	214.	The purpose of an application program is to?
199.	Who amongst the following is called the father of		Meet specific user needs
	modern computing?	215.	Hypertext is a
	Charles Babbage		A system of managing textual Information by
200.	If you begin typing an entry into a cell and then		creating associations between different
	realize that you don't want your entry placed into a	246	documents
	cell, you	216.	For running WINDOW minimum disk free space
	(1) Press the Erase key		required is?
	(2) Press esc	217	8 MB Which of the following printers generates
	(3) Press the Enter button(4) Press the Edit Formula button	21/.	Which of the following printers generates
201	Superscript, subscript, outline, emboss, engrave		character from a grid? Dot matrix
201.	are known as	218	Accumulator is a
	font effects	210.	Register
202	What is object of UPS?	219	Function key refreshes the current window.
<i></i> .	(3) Provides backup power	- 1.	F5
203	Documents converted to can be published to	220	In 1983, this person was the first to offer a
	the Web.		definition of the term 'computer virus'?
	HTML		Frederick Cohen
204.	Holding the mouse button down while moving an	221.	To minimize all open windows and display the

object or text is known as ___

desktop?

AREER POW AN IIT/IIM ALUMNI COMPANY Formerly known as **BANK POWER** Windows logo +D 239. The main system board of a computer is called 222. In MS-Word 'alt + shift + d' does what? the..... Automatically inserts the date **Motherboard** deletes an item immediately without 223. 240. Your position in the text is shown by a placing it in the recycle bin. Shift +delete 241. How many megabytes make a gigabyte? 224. Which of the following is not a network topology? 1024 242. Using output devices one can view or print data 225. A list of rules for transferring data over a network is called? 243. Which contents are lost when the computer turns Protocol off? 226. A table consists of Memory Rows and columns 244. When you save to this, your data will remain intact even when the computer is turned off-227. What does 'ctrl +esc' do? Secondary storage device Shows the start menu 228. A proxy server is used as the computer? 245. A central computer that holds collections of data and programs for many PCs, workstations, and **Access user permissions** 229. Which of the following best defines embedded other computers system? server A computer and software system that controls 246. The piece of hardware that converts your computer's digital signal to an analog signal that a machine can travel over telephone lines is called a-230. To see the document before the printout is taken, use..... **Print Preview** 231. Digital video consists of a series of shaped like a hand. hvperlink 232. The is the smallest meaningful unit of 248. Mobile Commerce is best described asdata. wireless handheld devices Field 249. Which of the following is a storage device that uses

IIT/IIM ALUMNI COMPANY

233. What are the four main aspects of data handling with a computer?

Input, processing, output, and storage

234. Most cash registers are now computers that are known as _____terminals.

POS

235. Which of the following is NOT an example of system maintenance?

Replacing user interfaces

236. Which of the following is the primary task of a NAS server?

File sharing

237. If you change Windows 98 to Windows XP, you are actually performing

upgrade

238. To make a copy of the current document to

Use the 'save as' command

247. When the pointer is positioned on a......it is

Buying and selling goods/services through

rigid, permanently installed magnetic disks to store data/information-

hard disk

250. Which of the following are advantages of CD-ROM as a storage media?

All of the above

251. A device, which is not connected to CPU, is called as

Off-line device

252. A computer program that converts an entire program into machine language at one time is called a/ an ____

compiler

253. What is MS Word?

Word Processing Software

254. For Scientific work the most popular language is?

FORTRON

255. TCP stands for ___

Transmission control protocol

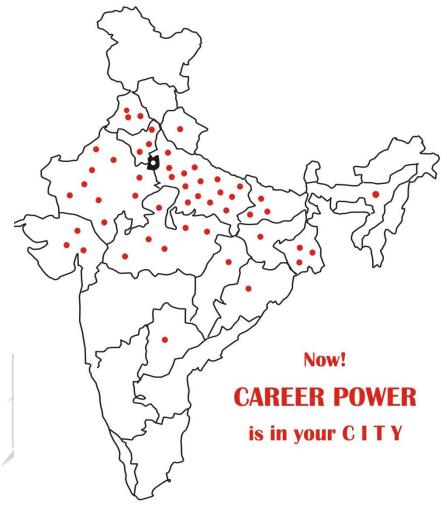
256. The first graphical web browser are?

Mosaic

257. Total memory of system can be known using? **MEM commands**



Our Presence in











07061274036

09931666733



09319312467



258. The meaning of double-click is?

Pushing and releasing the main mouse button twice in rapid succession when the on-tree mouse

pointer is positioned over the desired item

259. The term overflow means?

An excess of Internal storage

260. The access time refers to

Time required locating and retrieving stored data

261. Rotational delay time is also known as **Latency**

262. Which memory is non-volatile and may be written only once?

PROM

263. Peer-to-peer is a description-

All of the above

264. Pascal is

All of the above

265. Technique to implement virtual memory where memory is divided into units of fixed size memory is-

Paging

266. An adder where all the bits of the two operands are added simultaneously–

Parallel adder

267. The point at which the flow of text in a document moves to the top of a new page-

Page break



268. Multiprocessor is a computer system-

Where many CPU under a common control

269. Non-document files are-

Non ASCII files that can be listed for any word processing software

270. Which of the Following is not a non-impact printer?

Laser printer

271. EDVAC stands for_____

Electronic Discrete Variable Automatic Computer

272. When a file is saved for the first time-__

It must be given a name to identify it

273. The computers which are relatively rare because of their cost and size are:

Super Computers

274. A mistake in an algorithm that causes incorrect results is called a

Logical error

275. A(n) program is one that is ready to run and does not need to be altered in any way.

Executable

276. A set of step-by-step procedures for accomplishing a task is known as a(n)—

Algorithm

277. The main directory of a disk is called the......directory.

Root

278. A.....is a collection of data that is stored electronically as a series of records in a table.

Database

279. As you create documents, graphs and pictures your computer holds the data in—

Memory

280. All are included in removable media except the following—

High disk drive

281.processing is used when a large mail-order company accumulates orders and processes them together in one large set.

Batch

282. Computer programs are written in a high-level programming language; however, the human readable version of a program is called—

Source code

283. What happens if you press Ctrl + Shift + F8? **It activates the rectangular selection**

284. Which of the following is not valid version of MS Office?

Office Vista

285. What is the short cut key to open the Open dialog box in ms word?

Ctrl + F12

286. How can you disable extended selection mode?

Press Esc to disable

287. Auto Calculate will quickly add selected cells if

click the Auto Calculate button on the toolbar

288. You can add a hyperlink to your worksheet by pressing

Ctrl + K



~ Formerly known as 🔁 I	BANK POWER
289are 'attempts by individuals to obtain	307. If you see a small red triangle in the top right
confidential information from you by falsifying	corner of a cell, it means there is something
their identity.	attached to the call. What is it?
Phishing	A comment
290. Which of the following is the fastest type of	308. Cache memory is-
computer?	Smaller and faster than main storage
Supercomputer	309. The overall design, construction, organization and
291. Which of the following is not a term pertaining to	interconnecting of the various components of a
the Internet?	computer system is referred as-
Keyboard	Computer Architecture
292. The operating system that is self-contained in a	310. BIOS are responsible for
device and resident in the ROM is	Handling the particulars of input/output
Embedded Operating System	operations
293. The computer abbreviation KB usually means-	311. BISYNC is an abbreviation for-
Kilo Byte	Binary synchronous
294 is the key to close a selected drop - down list;	312. A process of trying out a new product by
cancel a command and close a dialog box.	independent users before it is finally
ESC	manufactured/developed-
295. Which of the following is NOT one of the four	Beta Test
major data processing functions of a computer?	313. An E-mail protocol for storage, management and
Analyzing the data or information	change, especially in corporate offices-
296. The CPU and memory are located on the :	Message handling service
Motherboard	314. Password is-
297. A is an additional set of commands that the	Code by which a user gains access to a
computer displays after you make a selection from	computer system
the main menu	315. The technique where digital signals are converted
Dialog box	to its analog form for transmission over an analog
298. A letter, memo, proposal or other file that is	facility is called-
created using Microsoft Word is called as?	Modulation C M PANY
Document	316. Narrowband channel is a communication
299. Which of the following are parts of the CPU?	channels-
Control unit	That handles low volumes of data
300. Which is not the portable computer?	317. MIME is an acronym for
Series Computes	Multipurpose Internet Mail Extension
301. The ROM chip which can be rewritten several	318. The Settings are automatic and standard.
times and requires the action of ultraviolet	Default
radiations to erase its contents is	319. Pop-ups are a form ofon the World Wide
EPROM	Web?
302. FPI stands for	Online Advertising
Frames per inch	320. Which of the following is true about Operating
303. A terabyte comprises	System?
1024 gigabyte	(1) It is an interface between user and the
304. The memory which is utmost accessible to the	computer.
processor is	(2) It manages all resources
Cache memory	(3) It does all Memory management and Process
305. In which kind of disk does the read/write head	management tasks
physically touches the surface?	(4) All are true
Floppy Disk	321. All formula in Excel start with:
306. What is the correct syntax for typing a function	=

Equal sign, Function Name, Matching brackets

into a cell?

active cell?
Formula bar
323. Tab scrolling buttons

322. Which of the following displays the contents of the



Allow you to view additional sheet tabs

324. What is the keyboard shortcut for creating a chart from the selected cells?

F11

325. You cannot close MS Word application by

From File menu choose Close submenu

326. Which file starts MS Word?

winword.exe

327. Where can you find the horizontal split bar on MS Word screen?

On the top of vertical scroll bar

328. One of the functions of the arithmetic logic unit is to:

receive data from the registers

329. What is defined as the number of bits that the CPU processes as a unit?

A computer word

330. _____ Systems use a light beam to scan input data and convert it into electrical signals, which are sent to the computer for processing.

Optical recognition

331. _____ Devices accept the spoken word through a microphone and convert it into binary code that can be understood by the computer.

Speech recognition

332. Name the technique of processing transactions in random order.

Transaction processing

Means that a transaction is processed fast enough for the result to come back and be acted upon right away.

Real-time processing

334. _____ uses an area of memory to temporarily store data from disk that the program might need soon.

Disk caching

335. What is a device that prevents electrical problems from affecting computer data files?

A surge protector

336. What is any text that can be keyed in, such as a memo?

A text document

337. What type of program lets you produce professional-looking documents containing both text and graphics?

A desktop publisher

338. The letter and number of the intersecting column and row is the:

Cell address

339. What is the standard query language supported by most DBMSs?

Structured Query Language (SQL)

340. Which of the following are three fundamental characteristics that make a computer useful?

Speed, reliability, and storage capability

341. Which of the following is an appropriate use of groupware?

A team project

342. Software used for database management can store data, update it, ______ it, retrieve it, report it, and print it.

manipulate

343. Which of the following is NOT a function of an operating system?

Formatting a word document



344. Which of the following helps describe the Windows .NET Server?

It is designed for different levels of network complexity.

345. The process of analyzing large data sets in search of new, previously undiscovered relationships is known as:

data mining

346. The focus of the first phase of the systems development life cycle is to:

Identify problems and opportunities

347. Which of the following is a network in which computers are located physically close together, often in the same building?

LAN

348. What is a modulator/demodulator that is connected to a circuit board or motherboard?

Internal modem

349. What kind of server converts IP addresses to domain names?

DNS

350. In the OSI model, the actual transmission of data is handled in the _____ layer.

physical

351. Which of the following is NOT true about laptop computers?

They cannot be connected to a PC.

352. On a CD-RW you can

read, write and rewrite information

353. In computer terminology, information means **Data in more useful**

354. After a picture has been taken with a digital camera and processed appropriately, the actual print of the picture is considered **output**

355. What is output?



What the processor gives to the user

356. What is the main difference between a mainframe and a super computer?

Supercomputers are focused to execute few programs as fast as possible while mainframe uses its power to execute as many programs concurrently

357. Programs such as Mozilla Firefox that serve as navigable windows into the Web are called

358. What is the function of Recycle Bin?

Store deleted file

Web browsers

359. Which device cannot be shared in network? **Keyword**

360. A right click on the desktop itself will...... open the Display Properties dialog box

- 361. The advantage of using a spreadsheet is:
 - (1) Calculations can be done automatically.
 - (2) Changing data automatically updates calculations
 - (3) more flexibility
 - (4) all of the above
- 362. Documentations should include
 - (1) Destination and users of the output data
 - (2) Source of input data
 - (3) Information on the purpose of the workbook
 - (4) All of above
- 363. To edit the selected cell in ms excel-

Press F2

364. You can convert existing Excel worksheet data and charts to HTML document by using the

Internet Assistant Wizard

365. Which of the following is graphics solution for Word Processors?

Clipart

366. You can detect spelling and grammar errors by

Press F7

- 367. What is the shortcut key to Indent the paragraph in ms word?
 - (1) Ctrl + M
 - (2) Ctrl + P
 - (3) Shift + M
 - (4) Ctrl + I
 - (5) None of these
- 368. Which of the following storage media provides sequential access only?

Magnetic tape

369. What is the storage area for e-mail messages called?

A mailbox

370. The set of parallel electrical conducting lines through which different components on the

mother board of a PC unit are linked together are called:

Buses

371. A PDA's memory contents remain intact when it is turned off because:

A battery keeps current available for RAM

372. A network of geographically distant computers and terminals is called a-

Wide area network (WAN)

373. One byte represents:

Eight bits

374. Saving files in HTML format:

Makes it possible for anyone to view the file in a Web browser

375. Which of the following would NOT be performed with application software?

Hard disk cleanup

376. Which of the following statements is TRUE about the public switched telephone network (PSTN)?

PSTN is comprised of a variety of physical media, including twisted pair and fiber optic cable

377. Which of the following best describes the difference between the Internet and the World Wide Web?

The Internet is the physical network of global computers, while the World Wide Web is many hypertext documents distributed globally over many computers

378. Which of the following runs on a user's local computer and is used to request and display Web pages?

Web browser

379. Which of the following computer types is most powerful?

Professional workstation

380. Which of the following is the most frequently used input device?

Mouse

381. A modem is necessary if you want to-

Connect to other computers or to the Internet using phone line, cable, or wireless connections.

382. MS Excel is a?

Window based spreadsheet package

383. What is the flow of data between countries commonly called?

Trans border data flow

384. Which of the following is NOT a purpose of antivirus programs?

Copy the name of the virus and send it to Microsoft for inspection

385. <H1> is an example of ____



HTML

386. Which type of network requires HPNA adapters for communication between network nodes?

Phone line

387. To analyze vast quantities of scientific data and display underlying patterns, you would use a:

Supercomputer

388. The free, open-source operating system that is becoming popular is:

Linux

389. What term is used to describe software that monitors your online computer activities?

Spyware

390. Which of the following is a memory management technique that makes the random access memory appear larger than it is?

Virtual memory

391. The two major components of system software are:

The operating system and system utilities

392. Which of the following may be necessary for you to do after you install new application software?

Do a warm boot

393. The power-on self-test-----

Verifies that the computer hardware is working properly

394. Input, processing, output, and storage are collectively referred to as:

The information processing cycle

395. Which of the following is NOT part of the motherboard?

Connector

396. An example of a wireless medium that sends data through the air or space is:

Microwaves.

- 397. To reverse the effect of your last action in word ---- **Use the Undo command**
- 398. Information that comes from an external source and fed into computer software is called
- 399. The basic unit of a worksheet into which you enter data in Excel is called a-

Cell

400. All of the following are examples of real security and privacy risks EXCEPT

Spam

401. Which of the following is not an example of hardware?

Interpreter

402. In Excel, this is a prerecorded formula that provides a shortcut for complex calculations.......

Function

403. The process of trading goods over the Internet is known as

e-commerce

404. A device that connects to a network without the use of cables is said to be-

Free

405. Which of the following is a circuit that issue signals at regular intervals...?

Clock

406. A set of related programs are known as-----**Package**

407. The 0 and 1 in the binary numbering system are called binary digits or

Rits

408. The 7-bit ASCII code widely used

For data communication work

- 409. A hard copy would be prepared on a
 - (1) Line printer
 - (2) Dot matrix printer
 - (3) Type writer terminal
 - (4) Plotter

(5) All of the above

410. Which of the following animations cannot be done in PowerPoint?

table, revealed row by row

411. Several views are available in MS Front Page. Which one of the following is NOT a valid view?

Web Server View

412. One of the components of central processing unit (CPU) of the computer that performs mathematical and logical operations is ...

ALU (arithmetic logical unit)



413. is the key we use to run the selected command.

ENTER

414. To name a constant, you use the _____dialog box.

Define name



415. When you insert an Excel file into a Word document, the data are

Placed in a word table

416. A function inside another function is called a Function.

Nested

417. Selects the entire Row press-----

Shift + Space

- 418. In Assembly language....
 - (1) Mnemonics are used to code operations
 - (2) Alphanumeric symbols are used for addresses
 - (3) Language lies between high-level language and machine language

(4) All of the above

419. CPU capacity can be measured in

MHz

420. "Zipping" a fie means

Compressing the message

421. A shares hardware, software, and data among authorized users.

network

422. To produce a high - quality graphics (hardcopy) in color, you would want to use a

Plotter

423. When was the first Windows operating system launched?

1985

424. Thesaurus tool in MS Word is used for-

Synonyms and Antonyms words

425. What is the smallest and largest font size available in Font Size tool on formatting toolbar?

8 and 72

426. Aligns the selected text or line to justify the screen press-----

Ctrl + J

- 427. Which of the following is different from other?

 Internet
- 428. When data changes in multiple lists and all lists are not updated, this causes?

data inconsistency

429. Granting an outside organization access to internet web pages is often implemented using a(n)? **extranet**

430. Loading Operating System onto RAM is called? **Booting**

431. The purpose of the primary key in a database is to : **provide a map of the data**

432. Using Windows Explorer, a plus (+) sign in front of a folder indicates—

the folder contains subfolders.

433. All of the following statements concerning windows are true EXCEPT—

windows are an example of a command-driven environment.

434. The memory resident portion of the operating system is called the—

Kernel.

- 435. The basic input/output system (BIOS) is stored in:
- 436. Which of the following is not a tower?

Peripheral

437. The horizontal and vertical lines on a worksheet are called—

gridlines

438. What is usually used for displaying information at public places?

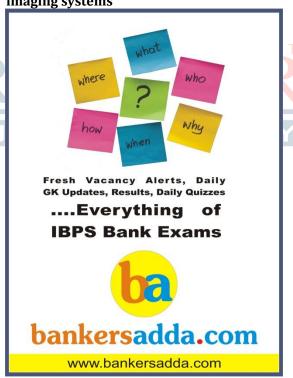
Touch Screen Kiosks

439. Which key is used in combination with another key to perform a specific task?

Control

440. Fax machines and imaging systems are examples of—

imaging systems



441. What is MP3?

A Sound format

442. ______ is a process that permits multiple computers to use the same IP address and hide their actual IP addresses from the Internet.

Network address translation (NAT)

443. What characteristic of read-only memory (ROM) makes it useful?

Data in ROM is nonvolatile, that is, it remains there even without electrical power.



444. Data representation is based on the......number system, which uses two numbers to represent all data.

Binary

445. To what temporary area can you store text and other data, and later paste them to another location?

The clipboard

446. Classes, instances, and methods are characteristics of

Object-oriented design

447. Which of the following correctly describes the CD-R and DVD-R discs?

You may record data to the disc surface once and then may only read its contents

448. To move down a page in a document

Scroll

449. CD-ROM stands for.....

CD-read only memory

450. Use this when you want to make all letters capital without having to use the shift key for each character.......

caps lock key

451. ----is a program that has been physically etched onto a chip.

Firmware

452. The type of memory that must have a constant power supply is:

SDRAM.

453. What type of e-commerce is being used when a student buys a computer from Dell.com? **B2C**

 $454. \underline{\hspace{0.2cm}}$ is the basic language of web page writing.

Hypertext markup language

455. The topology where all the nodes are attached in a circular wiring arrangement is called a:

Ring topology

456. Hard disk performance can be improved by using a(n):

Disk cache.

457. Which is NOT a characteristic of a system unit?

Represents data as binary numbers

458. Where are the Editing group and the Replace command found?

On the Home tab

459. What function displays row data in a column or column data in a row?

Transpose

460. This type of software contains rows and columns.

Spreadsheet

461. Software for organizing storage and retrieval of information is a(n)—
database program

462. To insert a word into the middle of a sentence-

Move the cursor to the desired location in the sentence and type the new word

- 463. A high-speed transmission line that carries WAN traffic is called a:
 - (1) X.25 line
 - (2) P2PN.
 - (3) Backbone
 - (4) POP
 - (5) None of these
- 464. A DVD is an example of a(n) -

Optical disc

465. Grouping and processing all of a firm's transactions at one time is called-

Batch processing

466. Semi-Conductor Memory is known as?

RAM

467. Every computer on the Internet is known as? **Host**

468. A spiral shape track formatting is present in **Optical Disk**

469. ----- Types of virus that stays permanently in the RAM memory

Resident

470. Which of the following groups contains graphical file extensions?

JPG, GIF, BMP

471. A number system with a base of two is referred as—**Binary number system**

472. Which of the following is not true for primary storage?

It is a part of the CPU

- 473. Which of the following is the advantage of Assembly language over Machine language?
 - (1) Easy to use
 - (2) Easy to understand
 - (3) Easy to modify
 - (4) All the above
- 474. VPN stands for-----

Virtual Private Network

475. Which of the following is true about Dial-up internet access?

It utilizes the existing telephone services

476. Which of the following memories can be read directly by the computer processor?

Main Memory

477. The communication between a processor and other devices inside the computer is done through? **Bus**

478. Who is/are the founders of Microsoft?

Bill Gates and Allen Paul

479. What is the difference between a check box and Radio button?



In check boxes multiple options can be selected whereas in radio buttons only single option can be selected

480. If a memory chip is volatile, it will......

lose its contents if current is turned off

481. Which is NOT a function of a microprocessor?

Keeps the system unit cool

482. To connect to a WAN, you must have:

POP

483. During the ______ operation, the control unit determines what the program is telling the computer to do.

decode

484. _____ has a large storage capacity, up to 17 GB if both layers and both sides are used.

DVD-ROM

485. A _____ card connects each computer to the wiring in the network.

network interface

486. What is the initial page of the Web site?

The home page

487. What is the term for a set of step-by-step instructions that direct a computer to perform its tasks?

program

488. To execute a given DOS program, you must type a(n) _____.

command

489. PC cards, flash memory cards, and smart cards are all examples of:

Solid state storage devices.

490. A ______ is a unique identification number generated by a computer hardware component or a program.

GUID

491. RAM is an example of volatile storage and serves as the computer's-----

Short-term memory

492. When a computer prints a report, this output is called____.

Hard copy

493. The ascending order of a data hierarchy is------Bit-byte-field-record-file-database

494. In computer terminology, information means-----

Data in more useful or intelligible form

495. A floppy disk contains-----

Both circular tracks and sectors

496. A plotter is-----

An output device to produce drawings and graphics

497. Which of the following is a graphical package? **CorelDraw**

498. A mouse, trackball, and joystick are examples of _____."

pointing devices

499. The Internet uses-----

Packet switching

500. What would you use for immediate, real-time communication with a friend?

Instant Messaging

501. Which of the following is used to create newspaper style columns?

Format Columns

502. How much space in minimum must be provided between columns?

0"



503. Which operation you will perform if you need to move a block of text?

Cut and Paste

504. The electronic switches in the ENIAC were:

vacuum tubes

505. Help Menu is available at which button?

506. A.....is the term used when a search engine returns a Web page that matches the search criteria.

Success

507. In Excel.....allows users to bring together copies of work-books that other user have worked on independently.

Merging

508. What kind of memory is static and non - volatile? $\ensuremath{\textbf{ROM}}$

509. --- Is the Virus that overwrites the files or a few parts being replaced?

File infectors

510. Which of the following is an advantage of stored programs?

Reliability

511. Which of the following is an Object Oriented Programming Language?

Java

512. MICR is exclusively used in-----

Banking Industry

513. Which of the following is an audio input device? **Microphone**

514. Digital Camera is an?

Input Device

515. The internet service that provides a multimedia interface to available resources is called------



World Wide Web

516. What is the short-cut key to display save -as dialog box in MS-Word?

F12

- 517. Which of the following is not a web browser? (1) Mozilla (2) IE (3) CE (4) Opera (5) Safari
- 518. The backspace key is most often used to?

Delete a character to the left of the cursor

519. Which of the following keyboard shortcuts is used to view the properties of a selected object?

Alt + Enter

520. What is the function of a Drop Cap in MS - Word?

It lets you begin a paragraph with a large dropped Initial capital letter

521. Which of the following is a data - entry device? (1) Barcode Reader (2) MICR (3) OMR (4) OCR

(5) All of the above

522. Which of the following is true about CPU?

It makes the information resulting from processing available for use

523. Adwords is an-----

Advertising Service by Google

524. Which of the following is the largest storage? **Terabyte**

525. System Software includes which of the following?

- (1) Linkers
- (2) Debuggers
- (3) Loaders
- (4) Compilers
- (5) All the above
- 526. Which of the following is / are the functions of operating system?
 - (1) Memory Management
 - (2) Access to I/O devices
 - (3) Controlled Access to files
 - (4) All the above
- 527. Which of the following is fastest?

Cache Memory

528. Each Web address is actually a series of numbers, which is usually called as-----

IP address

529. Which of the following is used to connect a personal computer to a network?

NIC

530. Which of the following is the short-cut key to close an active tab of a browser?

Ctrl + W

531. Which of the following is true about URL?

It is a global address of documents and other resources on World Wide Web

532. Which of the following keyboard short-cut is used to center the paragraph?

Ctrl + E

533. Which of the following functions is not performed by servers?

Word Processing

534. Which of the following is true about Secondary Storage?

Does not require constant power

535. Which of the following is the full form of LSI? **Large Scale Integration**

536. Which of the following Computer languages is used for Artificial Intelligence?

PROLOG

537. Which of the following is the slowest Internet connection?

Dial-Up

538. What is the full form of USB?

Universal Serial Bus

539. 'FIND' option is available under which of the following menu?

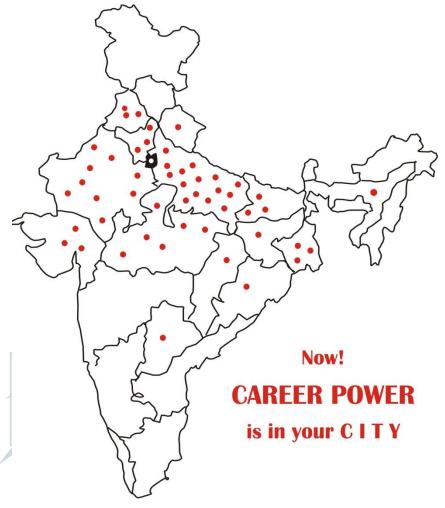
Edit

540. Compilers and interpreters are themselves-----





Our Presence in India













CAREER POWER

CAREER POWE

CAREER POWER

Coming Soon.. > Raipur

▶ Amritsar

▶ Patiala

Dhanbad

Coming Soon.

Jamshedpur