

70/2014

Maximum : 100 marks

Time : 1 hour and 15 minutes

1. The _____ can be programmed one time by either the manufacturer or the computer user. Once programmed, it cannot be modified.
(A) RAM (B) ROM
(C) PROM (D) EPROM
2. In DOS the function file and record management is done by :
(A) DOS Shell (B) Bootstrap loader
(C) Command processor (D) DOS Kernel
3. The time required to position the head over the proper track is called :
(A) Latency time (B) Access time
(C) Seek time (D) Transfer time
4. The DOS command FDISK is used to :
(A) Copy the disk (B) Directory manipulation
(C) Partition the disk (D) Format the disk
5. A coding structure in which characters are represented by means of a series of parallel bar is :
(A) Numeric Bar (B) Bar Code
(C) Menu Bar (D) None of these
6. A method of providing virtual memory is :
(A) Paging (B) Segmentation
(C) De-fragmentation (D) None of these
7. The template file extension of MS Word 2010 is :
(A) .dot (B) .txt
(C) .doc (D) .dotx

8. IBM-4381 is an example of :
- (A) Mini Computer (B) Micro Computer
(C) Super Computer (D) Mainframe Computer
9. Which is the shortcut key used to see the print preview of PowerPoint 2007?
- (A) Shift + F2 (B) Ctrl + F2
(C) Alt + F2 (D) Shift + Ctrl + F2
10. Which is not a network?
- (A) Internet (B) Intranet
(C) Telnet (D) Extranet
11. _____ is the shortcut key used to run macro in MS Excel.
- (A) Alt + F8 (B) Ctrl + F8
(C) Alt + F9 (D) Ctrl + F9
12. Increasing/Decreasing the space between the words is known as :
- (A) Leading (B) Tracking
(C) Kerning (D) Spacing
13. The attributes of file or folder in DOS is :
- (A) 3 (B) 1
(C) 4 (D) 2
14. Any software stored in Read Only Memory is called as :
- (A) System Software (B) Software
(C) Live ware (D) Firm ware
15. What does Ctrl + = key effects?
- (A) Uppercase (B) Superscript
(C) Subscript (D) Lowercase
16. Which of the following memories need refresh?
- (A) SRAM (B) ROM
(C) DRAM (D) All of the above

17. Which feature helps to insert the contents of the clipboard as text without any formatting?
- (A) Format Painter (B) Page Setup
(C) Styles (D) Paste Special
18. What happens to RAM on computer being shut down?
- (A) Bootstrap loader (B) Booting
(C) BIOS (D) POST
19. Who gave the definition of Computer virus at first?
- (A) Kohan (B) Billgates
(C) Jerry Young (D) David Filo
20. The symbol used to denote cell reference is :
- (A) \$ (B) &
(C) % (D) @
21. Which access method is used to access cassette tape?
- (A) Direct (B) Sequential
(C) Both (A) and (B) (D) None of these
22. Expansion of FPI :
- (A) Fonts Per Inch (B) Frames Per Inch
(C) Files Per Inch (D) Fields Per Inch
23. In which year the symbol "@" is used in E-mail?
- (A) 1972 (B) 1962
(C) 1872 (D) 1862
24. Colours can be applied to characters in increments of _____ in Pagemaker.
- (A) 4% tint (B) 6% tint
(C) 3% tint (D) 5% tint

25. The dimension of a letter in portrait is :
- (A) 8.5" × 8.5" (B) 11" × 8.5"
(C) 8.5" × 11" (D) 11" × 11"
26. MS Word's largest formatting unit is :
- (A) Paragraph (B) Line
(C) Character (D) Page
27. Which Computer Virus will not reproduce by infecting other files or by self-replicating?
- (A) Trojan (B) Spam
(C) Macro (D) Worm
28. The shortcut key for full screen view is :
- (A) Ctrl + U + V (B) Alt + U + V
(C) Ctrl + V + U (D) Alt + V + U
29. Which bar contains messages and prompts in MS Excel? .
- (A) Formula Bar (B) Title Bar
(C) Status Bar (D) Menu Bar
30. Which is the unit of Internet accessing speed?
- (A) Mbps (B) Kbps
(C) MHz (D) None of these
31. The term used to refer to an individual, who gains unauthorized access to Computer system for the purpose of stealing and corrupting data is :
- (A) Hacker (B) Cracker
(C) Both (A) and (B) (D) None of these
32. Safari is a :
- (A) Network Software (B) Anti - Virus
(C) Virus (D) Web Browser

33. The duplicate copy of a document created in Word is called :
- (A) Redundant Copy (B) Backup Copy
(C) Soft Copy (D) Duplicate Copy
34. Excel will add the new worksheet to the selected worksheet tabs :
- (A) Top (B) Middle
(C) Left (D) Right
35. What is the keyboard shortcut for switching between the page layout and story editor?
- (A) Ctrl + K (B) Alt + K
(C) Alt + E (D) Ctrl + E
36. Which is valid?
- (A) 1 GB = 1024 Bytes (B) 1 MB = 1024 Bytes
(C) 1 KB = 1024 Bytes (D) 1 TB = 1024 Bytes
37. To place something in the same position on every slide of presentation automatically, insert in to :
- (A) Notes Master (B) Slide Master
(C) Handout Master (D) None of these
38. What is the shortcut key to hide entire row in a work sheet?
- (A) Ctrl + H (B) Ctrl + R
(C) Ctrl + - (D) Ctrl + 9
39. If 4/6 entered in a cell without applying any formats, Excel will treat this as :
- (A) Text (B) Fraction
(C) Date (D) Number
40. To select more than one slide in the presentation :
- (A) Shift + Click on slide (B) Alt + Click on slide
(C) Just click on slide (D) Ctrl + Click on slide
41. What is the default left margin in Word-2010?
- (A) 1.25" (B) 1"
(C) 2.54" (D) 2"

42. The shortcut key used to insert a page break :
- (A) Alt + Enter (B) Shift + Enter
(C) Ctrl + Enter (D) Shift + Ctrl + Enter
43. The hardware used in second generation is :
- (A) IC's (B) Transistors
(C) Vacuum Tubes (D) Valves
44. Which one of the following is correct address for E-mail?
- (A) ntw.org.abc (B) @abc.ntw.org
(C) abc.ntw.org@ (D) abc@ntw.org
45. The very small and relatively inexpensive computer is called a :
- (A) Main frame (B) Micro
(C) Mini (D) Super
46. If particular workbooks have to open each time excel started, where that Workbook should be placed :
- (A) AUTOEXEC Folder (B) AUTOSTART Folder
(C) EXCELSTART Folder (D) XLSTART Folder
47. A background image that appears behind the text on a page is :
- (A) Template (B) Book mark
(C) Design (D) Water mark
48. In Word the mailing list is known as :
- (A) Data sheet (B) Source
(C) Data source (D) Main source
49. What is the shortcut key to open the Font dialog box?
- (A) Ctrl + F (B) Alt + Ctrl + D
(C) Ctrl + Shift + D (D) Ctrl + D
50. Which of the following symbol sets would be most likely to contain a Greek letter or mathematical symbols such as a degree sign, greater than or equal to.
- (A) Windings (B) Windings 3
(C) Webdings (D) Symbol

51. We can choose up to a maximum line weight of _____ points in Pagemaker 7.0.
(A) 500 (B) 800
(C) 600 (D) 700
52. _____ is recognized World Wide as the best Web based E-mail service.
(A) Yahoo (B) Alta vista
(C) Hothot (D) Hotmail
53. Protection of a worksheet by a password can be longed up to
(A) 266 (B) 267
(C) 255 (D) 256
54. Search engine
(A) Internet Explorer (B) Myspace
(C) Mozilla Firefox (D) Infoseek
55. A clearly printed MS Word document scanned by a latest scanner can be converted to MS Word using :
(A) MICR Software (B) Acrobat Reader
(C) OCR Software (D) MOS Software
56. The Word processing task associated with changing the appearance of a document is :
(A) Editing (B) Typing
(C) Formatting (D) All the above
57. The name given to the process of initializing a micro-computer with its operating system :
(A) Bootstrap loader (B) BIOS
(C) Booting (D) None of these
58. Minimum zooming percentage supported by MS Word 2007 is :
(A) 10% (B) 15%
(C) 25% (D) 4%
59. The chart used to show the trends over time :
(A) Pie chart (B) Column chart
(C) Line chart (D) Bar chart

60. Hotmail offers users _____ to send funs, colourful messages to friends.
- (A) SSL (B) Emoticons
(C) RTF (D) Stationary
61. What is the information code for worksheet name?
- (A) &[amp]Tab (B) &[amp]File
(C) &[amp]Page (D) &[amp]Pages
62. Which protocol helps to remotely login to other network system?
- (A) FTP (B) HTTP
(C) TCP/IP (D) Telnet
63. The process of unlinking threaded text blocks is known as :
- (A) Text block (B) Unthreading
(C) Threading (D) Blocks
64. In RJ-45 connector the number of contact pins :
- (A) 8 (B) 4
(C) 1 (D) 16
65. The memo data type field is used to :
- (A) Add table
(B) Store objects created in other programs
(C) Long text entries
(D) Short text entries of less than 255
66. The PS/2 keyboard connector has _____ pins.
- (A) 4 (B) 7
(C) 6 (D) 8
67. PPD stands for :
- (A) Postscript Point Document
(B) Postscript Printer Document
(C) Postscript Printer Description
(D) Postscript Point Description

68. Router works at the _____ layer of OSI model.
- (A) 4th (B) 5th
(C) 3rd (D) 7th
69. What field type is used to store picture in a table?
- (A) Hyperlink (B) Object
(C) OLE (D) BMP
70. The modulator and demodulator is otherwise called as :
- (A) Modulator (B) Demodulator
(C) Modem (D) Multiplexer
71. The switch used in DIR command for displaying in ascending order is :
- (A) OA (B) ON
(C) O-A (D) O-N
72. The output quality of a printer is measured by :
- (A) Dot per inch (B) Dot per sq. inch.
(C) Dots printed per unit time (D) All of the above
73. Who designed the first electronics computer – ENIAC?
- (A) Van-Neumann
(B) Joseph M. Jacquard
(C) J. Presper Eckert and John W Mauchly
(D) None of the above
74. Human beings are referred to as Homosapinens, which device is called Sillico Sapiens?
- (A) Monitor (B) Hardware
(C) Robot (D) Computer
75. What is the Computer language used for artificial intelligence?
- (A) FORTRAN (B) PROLOG
(C) JAVA (D) COBOL