PROVISIONAL ANSWER KEY

Question Paper Code: 79/2017/OL Category Code: 612/2013 Exam: Clerk-Typist Medium of Question: English Date of Test 26-09-2017 Department Various Department Alphacode А Question1:-The functioning of AHADS (Allappady Hill Area Developing Society) started in the year A:-1998 B:-1996 C:-1995 D:-1997 Correct Answer:- Option-B Question2:-The first Director of the Indian Council for Agricultural Research (ICAR) A:-Dr. M.P. Singh B:-C. Subhramaniyam C:-Dr. M.S. Swaminathan D:-B.P. Pal Correct Answer:- Option-D Question3:-The fear of bees is A:-Apiphobia **B:-Bathophobia** C:-Alektorophobia D:-Ailurophobia Correct Answer:- Option-A Question4:-Universities at Calcutta, Bombay and Madras were set up during the Viceroyality of A:-Lord Dalhousie **B:-William Bentick** C:-Lord Canning D:-Lord Mayo Correct Answer:- Option-C Question5:-In IT Act 2000, which section deals with the punishment of Violation of Privacy? A:-66 F B:-67 A C:-66 D:-66 E Correct Answer:- Option-D Question6:-The First Botanical Garden in India is situated in A:-Raipur B:-Kolkata C:-Chennai D:-Itanagar Correct Answer:- Option-B Question7:-The Second stage of demographic transition began in India after A:-1921 B:-1911 C:-1931 D:-1901 Correct Answer:- Option-A Question8:-Which development scheme introduced by the central government for conserving and preserving the heritage characters of 12 Indian cities? A:-RSBY **B:-SAGY** C:-PMJJBY D:-HRIDAY Correct Answer:- Option-D

Question9:-The founder of the Sathyashothak Samaj A:-G.K. Gokhale **B:-Jyothiba Phule** C:-M.G. Ranade D:-Viresalingam Correct Answer:- Option-B Question10:-Who was the Vice-President of the constituent Assembly? A:-B.N. Rao B:-Dr. Rajendra Prasad C:-Sachidananda Sinha D:-H.C. Mukherjee Correct Answer:- Option-C Question11:-What was Tharanganbadi, a coastal town in Nagapatanam in Tamilnadu, known in the colonial period? A:-Tranguebar **B:-Balasore** C:-San Thome D:-Fort. St. George Correct Answer:- Option-A Question12:-Silent Valley National Park was established in A:-1984 B:-1978 C:-1990 D:-1980 Correct Answer:- Option-A Question13:-Who wrote the famous book, 'Mrichakatika'? A:-Bhatti B:-Brahma Gupta C:-Somadeva D:-Sudraka Correct Answer:- Option-D Question14:-Miss. World of 2016 A:-Mireia Lalaguna **B:-Stephanie Del valle** C:-Pia Alonzo Wartzbach D:-Natasha Mannuela Correct Answer:- Option-B Question15:-The brand Ambassador of Kudumbasree organic farming A:-Sreenivasan **B:-Mohan Lal** C:-Manju Warrier D:-Vidya Balan Correct Answer:- Option-C Question16:-Ayyankali Urban Employment Guarantee Scheme (AUEGS) was started by Kerala Government in A:-2011 B:-2010 C:-2009 D:-2012 Correct Answer:- Option-B Question17:-How many litres of blood in a normal human body? A:-5.5 litres B:-4 litres C:-7.5 litres D:-8 litres Correct Answer:- Option-A Question18:-Who is the winner of the 2016 FIDE World Chess Championship? A:-Sergei Karjakin **B:-Viswanathan Anand** C:-Magnus Carlsen D:-Kasparov

Correct Answer:- Option-C Question19:-G.V. Raja Award related with A:-Literature B:-Film C:-Science D:-Sports Correct Answer:- Option-D Question20:-Banking Ombudsman is appointed by _____. A:-Supreme Court of India B:-Reserve Bank of India C:-Prime Minister of India D:-President of India Correct Answer:- Option-B Question21:-Who quoted that the preamble of Indian Constitution as "Political Horoscope"? A:-K.M. Munshi B:-Dr. B.R. Amedkar C:-Sachidananda Sinha D:-Dr. Rajendra Prasad Correct Answer:- Option-A Question22:-Total number of MP's from Kerala A:-20 B:-26 C:-29 D:-21 Correct Answer:- Option-C Question23:-The leader of the 'Pattini Jatha' A:-Mannathu Padmanabhan B:-A.K. Gopalan C:-V.T. Bhattathirippad D:-K. Kelappan Correct Answer:- Option-B Question24:-'Forming in the pupil of an eye' is the title of A:-Kochi-Muziris Biennale Ist edition **B:-Pattanam Excavation** C:-Kochi-Muziris Biennale IInd edition D:-Kochi-Muziris Biennale IIIrd edition Correct Answer:- Option-D Question25:-When did Gandhiji returned from South-Africa to India? A:-July 1914 B:-July 1915 C:-January 1915 D:-January 1914 Correct Answer:- Option-C Question26:-In which article of the Indian Constitution deals with the Uniform Civil Code for the Citizen? A:-43(A) B:-44 C:-50 D:-41 Correct Answer:- Option-B Question27:-Which is the only gland that can act as endocrine and exocrine gland in human body? A:-Pancreas gland **B:-Pituitary gland** C:-Thymus gland D:-Thyroid gland Correct Answer:- Option-A Question28:-The person suffering from both myopia and hypermetropia can be corrected by using a ______. A:-Cylindrical lens **B:-Convex lens** C:-Bifocal lens

D:-Concave lens Correct Answer:- Option-C Question29:-Out of the following substance which does not undergo sublimation? A:-lodine **B:-Camphor** C:-Naphthalene D:-Sugar Correct Answer:- Option-D Question30:-Which of the following is not a cropping pattern useful in increasing food production? A:-Mixed cropping **B:-Hybridization** C:-Inter cropping D:-Crop rotation Correct Answer:- Option-B Question31:-Name the First country to pass the Right to Information Act A:-Sweeden **B:-Belgium** C:-Bolivia D:-Denmark Correct Answer:- Option-A Question32:-The Thanneermukkam barrage is built across the A:-Ashtamudi lake B:-Pookkode lake C:-Sasthamkotta lake D:-Vembanad lake Correct Answer:- Option-D Question33:-Gandhiji met Ayyankali at Venganoor in A:-1935 B:-1937 C:-1936 D:-1938 Correct Answer:- Option-B Question34:-Female oriented, community based, poverty reduction project of Govt. of Kerala, Kudumbasree was launched on A:-17th May 1998 B:-17th April 1998 C:-17th June 1998 D:-17th March 1998 Correct Answer:- Option-A Question35:-Which of the following is not a bacterial diseases? A:-Plague **B:-Cyphilis** C:-Mumps D:-Cholera Correct Answer:- Option-C Question36:-The founder of World Wide Web (WWW) A:-Bill Gates, Paul Allen B:-Jan Koum, Brian Acton C:-Tim Berners Lee D:-Ray Tomlinson Correct Answer:- Option-C Question37:-The Vice-Chairman and the Chief Executive Officer of NITI Aayog are appointed by A:-The President of India B:-The Prime Minister of India C:-The Chief Justice of India D:-The Joint Parliamentary Committee Correct Answer:- Option-B Question38:-The Next Olympics (2020) at A:-Brazil

B:-Japan C:-Britain D:-China Correct Answer:- Option-B Question39:-The poet who called Sree Narayana Guru as 'Second Buddha'? A:-Kumaranasan **B:-Vallathol** C:-Vayalar Ramavarma D:-G. Sankara Kurup Correct Answer:- Option-D Question40:-The founder of the 'Theosophical Society in Calicut', A:-Manjeri Rama Iyer B:-K.P. Kesava Menon C:-C. Krishnan D:-Dr. K.V. Choi Correct Answer:- Option-A Question41:-Name, the INA hero who landed at Tanur, Kerala and was executed by the British? A:-K.B. Menon B:-Chembaka Raman Pillai C:-Vakkom Abdul Khader D:-Muhammad Abdul Rahiman Correct Answer:- Option-C Question42:-The Hindi word 'Kitaab' is derived from which language? A:-Persian B:-Arabic C:-Farsi D:-Urdu Correct Answer:- Option-B Question43:-The First Nobel Prize in Economics was awarded to A:-Paul A. Samuelson **B:-Stiglitz** C:-Amartya Sen D:-Jan Tinberganand Ragnar Correct Answer:- Option-D Question44:-Chile Saltpetre is the common name of A:-Sodium nitrite **B:-Potassium nitrate** C:-Sodium nitrate D:-Potassium nitrite Correct Answer:- Option-C Question45:-Who was the founder of 'Granth Sala Sangham' A:-P.N. Panickar B:-K.N. Panickar C:-G. Sankara Kurup D:-Dr. K.M. George Correct Answer:- Option-A Question46:-The elements which are found in the coastal plains of Kerala are A:-Aluminium and Silicon **B:-Ilmenite and Monozite** C:-Serelium and Borax D:-Hematite and Copper Correct Answer:- Option-B Question47:-Who started the newspaper called 'Sujananandini'? A:-C. Krishnan B:-C.V. Kunhiraman C:-K. Kelappan D:-Kesavan Asan Correct Answer:- Option-D Question48:-What is the full form of MSY?

A:-Mahila Samridhi Yojana B:-Mahila Samyojak Yojana C:-Mahila Samskrithi Yojana D:-Mahila Samskara Yojana Correct Answer:- Option-A Question49:-The Militant Organization, "Indian Republican Army" A:-Yogesh Chandra Chatterjee **B:-Jatin Mukherjee** C:-Surya Sen D:-Rash Bihari Bose Correct Answer:- Option-C Question50:-The term, 'United Nations' was coined by A:-Churchill **B:-Roosevelt** C:-Stalin D:-Jefferson Correct Answer:- Option-B Question51:-By using ______ the cylinder can be rotated. A:-Feed rollers B:-Platen knobs C:-Ratchet wheel D:-Escapement wheel Correct Answer:- Option-B Question52:-Fulcrum wire is also known as ______. A:-Detent release B:-Detent roller C:-Segment wire D:-Detent wire Correct Answer:- Option-C Question53:-The papers which is suitable for taking carbon copies are A:-Manifold papers B:-A4 size papers C:-Stencil papers D:-None of the above Correct Answer:- Option-A Question54:-_____ is used to type the letter ' i ' in a type writer. A:-Right small finger B:-Right ring finger C:-Right middle finger D:-Right index finger Correct Answer:- Option-C Question55:-With the help of _____, we can type letters at the end of the paper. A:-Feed roll release lever **B:-Paper release lever** C:-Margin release lever D:-Overhead paper bail rods Correct Answer:- Option-D Question56:-To type mathematical formulae and chemical equations ______ is used. A:-Detent release **B:-Margin release** C:-Variable line spacer D:-None of the above Correct Answer:- Option-C Question57:-How many space should be left before a comma (,) in a type writer? A:-No space **B:-Half space** C:-Single space D:-Double space Correct Answer:- Option-A

Question58:-Carriage rack rests on the top of A:-Cylinder **B:-Main spring** C:-Escapement wheel D:-Pinion wheel Correct Answer:- Option-D Question59:-The force of the main spring is transmitted to the carriage by means of the A:-Carriage return **B:-Carriage rails** C:-Ratchet wheel D:-Draw cord Correct Answer:- Option-D Question60:-To adjust the paper to the same line of typing for reinsertion work, is used. A:-Card holders B:-Line finder C:-Line space D:-Line space adjusting lever Correct Answer:- Option-B Question61:-Locking action in type writer avoids ______ of letters. A:-Piling **B:-Indenting** C:-Jerking D:-Grafting Correct Answer:- Option-A Question62:-The movement of ribbon automatically from full spool to empty spool is known as A:-Up and down movement **B:-Lengthwise movement** C:-Automatic reverse movement D:-Sluggish movement Correct Answer:- Option-C Question63:-_____ letters can be typed in Elite typehead. A:-6 B:-8 C:-10 D:-12 Correct Answer:- Option-D Question64:-Confidential or urgent matters are forwarded as A:-Official letter **B:-Demi-official letter** C:-Business letter **D:-Notifications** Correct Answer:- Option-B Question65:-In Proceedings, 'To address' is given in the A:-Left top **B:-Right top** C:-Left bottom D:-Right bottom Correct Answer:- Option-C Question66:-In Govt. Order, below the abstract, the abstract content usually leave ______ space between two lines. A:-Single line B:-One and half line C:-Double line D:-Three line Correct Answer:- Option-A Question67:-For typing the display matter, _____ line space should be used. A:-Single **B:-Double** C:-Three D:-No such criteria

Correct Answer:- Option-D Question68:-In an official letter, 'stet' denotes A:-Insert correction **B:-Ignore correction** C:-Do not type D:-Type in next paragraph Correct Answer:- Option-B Question69:-Line lock mechanism is not released with A:-Margin rack B:-Line lock plate C:-Margin stop D:-Pinion wheel Correct Answer:- Option-D Question70:-Type guide is also known as A:-Common centre **B:-Segment guide** C:-Printing point D:-All of the above Correct Answer:- Option-D Question71:-If the dust clogged into the typefaces, can be removed by . A:-Hat pin **B:-Chamois leather** C:-Oil D:-None of the above Correct Answer:- Option-A Question72:-The should be kept in 'off' position while rotating drum for spreading ink. A:-Impression roller **B:-Operating lever** C:-Silk carrier D:-Margin adjusting knobs Correct Answer:- Option-B Question73:-How many bevel gears are there in the long gear shaft? A:-1 B:-2 C:-3 D:-4 Correct Answer:- Option-B Question74:-Rotcher mechanism contains the working of A:-Escapement wheel and pinion wheel B:-Loose dog and rigid dog C:-Both of the above D:-None of the above Correct Answer:- Option-C Question75:-The capital letter 'D' stands for A:-50 B:-100 C:-500 D:-1000 Correct Answer:- Option-C Question76:-If any part of the matter is not needed in stencil, _____ can be used. A:-Gum paper B:-Stylus pen **C:-Impression roller D:-Duplicating paper** Correct Answer:- Option-A Question77:-For typing the symbol " & " (and) in a type writer, press shift key and ______. A:-6 B:-7 C:-8

D:-9 Correct Answer:- Option-B Question78:-This helps to take paper without rotating cylinder A:-Feed rolls release lever **B:-Paper bail** C:-Tabulator release lever D:-Segment Correct Answer:- Option-A Question79:-Carriage moves towards left by A:-Touching space bar **B:-Pressing character keys** C:-Pressing tabulator key D:-All of the above Correct Answer:- Option-D Question80:-The part, controls the pressure of key lever, situated at the bottom of type writer A:-Touch regulator B:-Dog block C:-Marginal release lever D:-Line space adjuster Correct Answer:- Option-A Question81:-The space left between the margin and the start of a paragraph is called A:-Spacing **B:-Gutter** C:-Indentation D:-Alignment Correct Answer:- Option-C Question82:-A number of letters that appears little below the normal text is called A:-Superscript B:-Subscript C:-Super text D:-Top text Correct Answer:- Option-B Question83:-Which item appears dimly behind the main body text? A:-Watermark **B:-Background** C:-References D:-Back Color Correct Answer:- Option-A Question84:-Margin that is added to the binding side of page when printing is called . A:-Top Margin **B:-Mirror Margin** C:-Moderate Margin **D:-Gutter Margin** Correct Answer:- Option-D Question85:-By pressing F12, which of the following will happen? A:-Save As dialog box will open B:-Open dialog box will open C:-Save dialog box will open D:-Close dialog box will open Correct Answer:- Option-A Question86:-Which of the following is not the merge process? A:-Edit a data source B:-Sort the data source records C:-Merge the two files to print or create a new document D:-Format a main document Correct Answer:- Option-B Question87:-Regular, Italics, Bold, Bold Italic etc. are known as _____ A:-Font effects **B:-Font size**

C:-Font styles **D:-Font scripts** Correct Answer:- Option-C Question88:-By using Ctrl + P, which of the following will happen? A:-Open Paragraph Dialog Box **B:-Open Save Dialog Box** C:-Open Page Format Dialog Box **D:-Open Print Dialog Box** Correct Answer:- Option-D Question89:-Which key deletes the characters to the left of the cursor? A:-Home B:-Back space C:-Space D:-Delete Correct Answer:- Option-B Question90:-Which of the following is true regarding page orientation of a document? A:-Page orientation can be changed at any time B:-Page orientation of a document cannot be changed C:-Page orientation must be set before start typing D:-Page orientation of a document determines by printer Correct Answer:- Option-A Question91:-What will appear on the screen, if press Shift + 7 Short key? A:-@ B:-% C:-& D:-! Correct Answer:- Option-C Question92:-Draw a line throw the middle of the selected text is known as _____ . A:-Strikethrough B:-Change case C:-Subscript D:-None of these Correct Answer:- Option-A Question93:-The Key used to move the cursor by a fixed number of spaces is the A:-Backspace key B:-Tab key C:-Alt key D:-Shift key Correct Answer:- Option-B Question94:-Which of the following short key is used for deleting the selected item permanently without placing the item in the Recycle Bin? A:-Alt + Delete B:-Ctrl + Delete C:-Shift + Delete D:-None of these Correct Answer:- Option-C Question95:-The ability to combine name and addresses with a standard document is called . A:-Paragraph formatting **B:-Form letters** C:-Drop cap D:-Mail merge Correct Answer:- Option-D Question96:-Which is the following is used as Word Processor in Linux Operating System? A:-Base **B:-Writer** C:-Calc D:-Impress Correct Answer:- Option-B Question97:-Which can be used for quick access to commonly used commands and tools?

A:-Menu Bar B:-Title Bar C:-Tool Bar D:-Status Bar Correct Answer:- Option-C Question98:-Ctrl + N is used to A:-Save document B:-Open document C:-Close document D:- New document Correct Answer:- Option-D Question99:-In which of the following option is used for inserting decorative text in a document? A:-Clip Art B:-Text Box C:-Word Art D:-Book mark Correct Answer:- Option-C Question100:-Create a large capital letter at the beginning of a paragraph is named as ______. A:-Drop Cap B:-Word Count C:-Bookmark D:-Smart art Correct Answer:- Option-A