

1. When you save to this, your data will remain intact even when the computer is turned off-

- (A) RAM
- (B) Motherboard
- (C) Secondary storage device
- (D) Primary storage device
- (E) None of these

2. A central computer that holds collections of data and programs for many PCs, workstations, and other computers is a (n)-

- (A) supercomputer
- (B) minicomputer
- (C) laptop
- (D) server
- (E) None of these

3. The _____ folder retains copies of messages that you have started but are not yet ready to send.

- (A) Drafts
- (B) Outbox
- (C) Address Book
- (D) Sent Items
- (E) Inbox

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

- (A) a database management system
- (B) batch processing
- (C) a real-time system
- (D) an on-line system
- (E) None of these

5. The _____ enables you to simultaneously keep multiple Web pages open in one browser window.

- (A) tab box

(B) pop-up helper

(C) tab row

(D) address bar

(E) Esc key

6. Which ports connect special types of music instruments to sound cards?

(A) BUS

(B) CPU

(C) USB

(D) MIDI

(E) MINI

7. You can _____ a search by providing more information the search engine can use to select a smaller, more useful set of results.

(A) refine

(B) expand

(C) load

(D) query

(E) slowdown

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

(A) RAM

(B) Floppy

(C) CPU

(D) CD-ROM

(E) ROM

9. What displays the contents of the active cell in Excel?

(A) Namebox

(B) RowHeadings

(C) Formulabar

(D) Taskpane

(E) None of these

10. The piece of hardware that converts your computer's digital signal to an analog signal that can travel over telephone lines is called a-

(A) red wire

(B) blue cord

(C) tower

(D) modem

(E) None of these

11. Computer uses the _____ number system to store data and perform calculations.

(A) binary

(B) octal

(C) decimal

(D) hexadecimal

(E) None of these

12. A disk's content that is recorded at the time of manufacture and that cannot be changed or erased by the user is-

(A) Memory-only

(B) Write-only

(C) Once-only

(D) Run-only

(E) Read-only

13. Which of the following can be used to select the entire document?

(A) CTRL+A

(B) ALT+F5

(C) SHIFT +A

(D) CTRL+K

(E) CTRL+H

14. _____ are attempts by individuals to obtain confidential information from you by falsifying their identity.

(A) Phishing

(B) Computer viruses

(C) Spyware scams

(D) Viruses

(E) None of the above

15. _____ Part number, part description, and number of parts ordered are examples of-

(A) control

(B) output

(C) processing

(D) feedback

(E) input

16. A Web site's main page is called its-

(A) Home Page

(B) Browser Page

(C) Search Page

(D) Bookmark

(E) None of these

17. The simultaneous processing of two or more programs by multiple processors is-

(A) multiprogramming

(B) multitasking

(C) time-sharing

(D) multiprocessing

(E) None of these

18. Codes consisting of lines of varying widths or lengths that are computer-readable are known as-

- (A) an ASCII code
- (B) a magnetic tape
- (C) an OCR scanner
- (D) a bar code
- (E) None of these

19. To instruct Word to fit the width of a column to the contents of a table automatically, click the _____ button and then point to AutoFit Contents.

- (A) Fit to Form
- (B) Format
- (C) Autosize
- (D) Contents
- (E) AutoFit

20. Why is it unethical to share copyrighted files with your friends?

- (A) It is not unethical, because it is legal.
- (B) It is unethical because the files are being given for free.
- (C) Sharing copyrighted files without permission breaks copyright laws.
- (D) It is not unethical because the files are being given for free.
- (E) It is not unethical-anyone can access a computer

21. Hackers

- (A) all have the same motive
- (B) are people who maintain computers
- (C) may legally break into computers as long as they do not do any damage
- (D) are people who are allergic to computers
- (E) break into other people's computers

22. Unauthorised copying of software to be used for personal gain instead of for personal backups is called

- (A) program thievery

- (B) data snatching
- (C) software piracy
- (D) program looting
- (E) data looting

23. Junk e-mail is also called

- (A) spam
- (B) spoof
- (C) cookie crumb
- (D) sniffer script
- (E) spill

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

- (A) Monitors
- (B) Overhead Projections
- (C) Monitors and Overhead Projections
- (D) Touch Screen Kiosks
- (E) Loud Speakers

25. What is MP3?

- (A) A Mouse
- (B) A Printer
- (C) A Sound format
- (D) A Scanner
- (E) A Mobile Phone

26. What is the most popular hardware for multimedia creations?

- (A) PCs
- (B) Minicomputers
- (C) Mainframe Computers

(D) WANs

(E) Super Computers

27. Which of the following is needed for sound recording?

(A) Speaker

(B) Microphone

(C) Talker

(D) Mouse

(E) Telephone

28. The life span of a CD-ROM is

(A) approximately one year

(B) approximately two years

(C) approximately five years

(D) approximately twenty-five years

(E) almost unlimited

29. The _____ settings are automatic and standard.

(A) default

(B) CPU

(C) peripheral

(D) user-friendly

(E) defaulter

30. What are the two parts of an e-mail address?

(A) User name and street address

(B) Legal name and phone number

(C) User name and domain name

(D) Initials and password

(E) User name and recipient name

31. If you wish to extend the length of the network without having the signal degrade, you would use a

- (A) resonance
- (B) router
- (C) gateway
- (D) switch
- (E) repeater

32. A repair for a known software bug, usually available at no charge on the internet, is called

- (A) version
- (B) patch
- (C) tutorial
- (D) FAQ
- (E) rectifier

33. URL stands for

- (A) Universal Research List
- (B) Universal Resource List
- (C) Uniform Research Lis
- (D) Uniform Research Locator
- (E) Uniform Resource Locator

34. When data changes in multiple lists and all lists are not updated, this causes

- (A) data redundancy
- (B) information overload
- (C) duplicate data
- (D) data inconsistency
- (E) data repetition

35. What is a backup?

- (A) Restoring the information backup

- (B) An exact copy of a system's information
- (C) The ability to get a . system up and running in the event of a system crash or failure
- (D) All of these
- (E) None of these

36. The Internet is

- (A) a large network of networks
- (B) an internal communication system for a business
- (C) a communication system for the Indian government
- (D) a communication system for some states of India
- (E) a communication system for some cities of India

37. Computers that are portable and convenient for users who travel are known as

- (A) supercomputers
- (B) planners
- (C) minicomputers
- (D) file servers
- (E) laptops

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

- (A) A folder
- (B) A mail box
- (C) A directory
- (D) The hard disk
- (E) None of these

39. One advantage of dial-up Internet access is that

- (A) it utilises broadband technology
- (B) it is Indian
- (C) it uses a router for security

- (D) modem speeds are very fast
- (E) it utilises existing telephone service

40. What is the process of copying software programs from secondary storage media to the hard disk called?

- (A) Configuration
- (B) Download
- (C) Storage
- (D) Upload
- (E) Installation

41. When the pointer is positioned on a _____, it is shaped like a hand.

- (A) grammar error
- (B) Formatting error
- (C) Screen Tip
- (D) Spelling error
- (E) hyperlink

42. Personal computers can be connected together to form a-

- (A) server
- (B) supercomputer
- (C) network
- (D) enterprise
- (E) None of these

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

- (A) blog
- (B) hit
- (C) link
- (D) view

(E) success

44. _____ are words that a programming language has set aside for its own use.

(A) Control words

(B) Control structures

(C) Reserved words

(D) Reserved keys

(E) None of these

45. Mobile Commerce is best described as-

(A) The use of Kiosks in marketing

(B) Transporting products

(C) Buying and selling goods/ services through wireless hand- held devices

(D) Using notebook PC's in marketing

(E) None of the above

246. Which of the following controls the manner of interaction between the user and the operating system?

(A) Language translator

(B) Platform

(C) User interface

(D) Icon

(E) None of these

247. You can keep your personal files/folders in

(A) My Folder

(B) My Documents

(C) My Files

(D) My Text

(E) My Collection

248. Three types of compact disks include CD-ROM, CD-R, and

- (A) CD-W
- (B) CD-RAM
- (C) CD-DVD
- (D) CD-RW
- (E) None of these

249. All computers must have

- (A) a word processing software
- (B) an operating system
- (C) an attached printer
- (D) a virus checking program
- (E) None of these

250. Collecting personal information and effectively posing as another individual is known as

- (A) spooling
- (B) spoofing
- (C) hacking
- (D) identity theft
- (E) None of these

ANSWER SHEET

1	(C)
2	(D)
3	(B)
4	(B)
5	(C)
6	(C)
7	(A)
8	(E)
9	(A)
10	(D)
11	(A)
12	(E)
13	(A)
14	(A)
15	(E)
16	(A)
17	(D)
18	(D)
19	(E)
20	(C)
21	(E)
22	(C)
23	(A)
24	(C)
25	(C)

26	(A)
27	(B)
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29	(A)
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44	(C)
45	(C)
46	(C)
47	(B)
48	(D)
49	(B)
50	(B)