

Quiz Date: 30th March 2020

Q1. Which of the following is a collection of programs that controls how your computer system runs and processes information?

- (a) operating system
- (b) computer
- (c) office
- (d) compiler
- (e) interpreter

Q2. Which of the following command is required to restart the computer?

- (a) Ctrl+Alt+Del
- (b) Ctrl+Alt+tab
- (c) Ctrl+Alt+Shift
- (d) Ctrl+Shift+Del
- (e) None of these

Q3. Which of the following are two basic types of record access methods?

- (a) Sequential and Random
- (b) Sequential And Indexed
- (c) Direct and Immediate
- (d) On-line and Real time
- (e) None of these

Q4. What is a named area on a disk that is used to store related subfolders and files called?

- (a) desktop
- (b) folder
- (c) menu
- (d) Safari
- (e) explorer

Q5. If you want to insert a chart to your slide then go to _____.

- (a) Insert – Chart
- (b) Home – Chart
- (c) Format – Chart
- (d) Table – Chart
- (e) None of these

Q6. In a spreadsheet, a _____ is a number you will use in a calculation.

- (a) label
- (b) cell
- (c) field
- (d) value
- (e) None of these

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Q7.A _____ search engine is a search tool that uses another search engine's data to produce their own results from the Internet.

- (a) Meta
- (b) Individual
- (c) Directory
- (d) Subject directory
- (e) None of these

Q8.The _____ operation performs a set union of two 'similarly structured' tables.

- (a) Union
- (b) Join
- (c) Product
- (d) Intersect
- (e) None of these

Q9.What converts high-level languages into machine language?

- (a) Compiler
- (b) Assembler
- (c) Operating System
- (d) CPU
- (e) Browser

Q10.The _____ menu contains the options to add symbols in a Word document.

- (a) Home
- (b) Insert
- (c) Review
- (d) Mailing
- (e) View

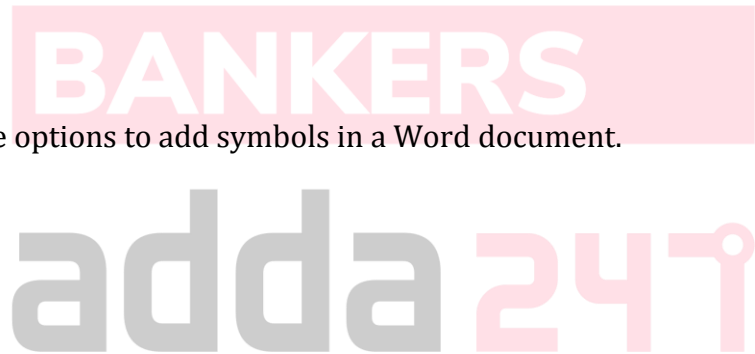
Q11.To delete the selected item permanently, which of the following shortcut key combination should be used?

- (a) Alt + Delete
- (b) Shift + D
- (c) Shift + Delete
- (d) Alt + D
- (e) None of these

Q12.Which of the following technologies is used in answer sheets to check them electronically?

- (a) MICR
- (b) OMR
- (c) OCR
- (d) Bar code
- (e) None of these

Q13.Which of the following is a unique name that you give to a file of information?



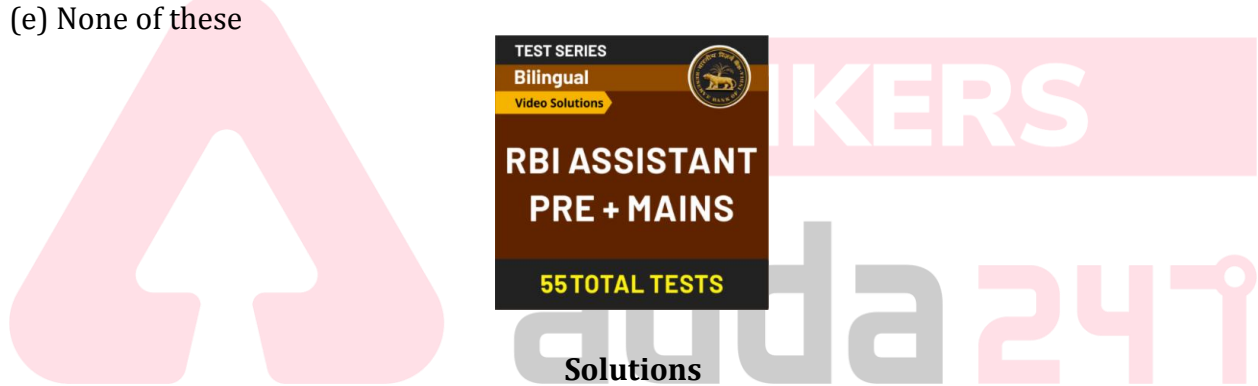
- (a) Device letter
- (b) Folder
- (c) File name
- (d) File name extension
- (e) None of these

Q14. Which of the following appropriately relates with starting up an operating system?

- (a) Starting
- (b) Entering
- (c) Formatting
- (d) Booting
- (e) None of these

Q15. What is a Firewall in Computer Network?

- (a) The physical boundary of Network
- (b) An operating System of Computer Network
- (c) A system designed to prevent unauthorized access
- (d) A web browsing Software
- (e) None of these



S1. Ans.(a)

Sol. An operating system (OS) is system software that manages computer hardware and software resources and provides common services for computer programs.

S2. Ans.(a)

S3. Ans.(a)

Sol. The terms random access and sequential access are often used to describe data files. A random-access data file enables you to read or write information anywhere in the file. In a sequential-access file, you can only read and write information sequentially, starting from the beginning of the file.

S4. Ans.(b)

Sol. A folder is a virtual location where programs, files, and other folders can be located.

S5. Ans.(a)

Sol. Insert – chart used to insert a chart to a slide.

S6.Ans. (d)

Sol. In a spreadsheet, a value is a number you will use in a calculation

S7.Ans. (a)

Sol. A metasearch engine (or aggregator) is a search tool that uses another search engine's data to produce their own results from the Internet. Metasearch engines take input from a user and simultaneously send out queries to third party search engines for results.

S8.Ans. (a)

Sol. Union operation performs a set union of two 'similarly structured' tables.

S9.Ans.(a)

Sol. A compiler is used to translate a program written in a high-level language to a machine language by compiling the entire program in one go.

S10.Ans.(b)

Sol. The Insert menu in MS Word contains the Symbol option that allows you to insert symbols in the document.

S11.Ans. (c)

Sol. Shift + Delete will delete the selected item permanently.

S12.Ans.(b)

Sol. OMR stands for Optical Mark Recognition. This technology is used to read the marked data on documents. It is widely used in examinations to check the marked answers.

S13.Ans.(c)

S14.Ans. (d)

Sol. Booting is a startup sequence that starts the operating system of a computer when it is turned on. A boot sequence is the initial set of operations that the computer performs when it is switched on. Every computer has a boot sequence.

S15. Ans. (c)

Sol. Firewall in Computer Network is a system designed to prevent unauthorized access.



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