



INFORMATION TECHNOLOGY

VIKRANT MALVIYA

Himalaya Publishing House

Information Technology

VIKRANT MALVIYA

'A' Level, PGDCM

Cyber Security Advisor and Trainer



Himalaya Publishing House

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PREFACE

This book is intended to make learning computers easy. The content of this book is especially helpful for students who are good but could not perform well in the examinations. The format of this book not only helps in getting insight into the topics but also prepares one for the examination. The questions given are exam oriented.

This book is meant for

1. Students preparing the paper “IT Tools and Applications” paper for DOEACC ‘O’ and ‘A’ level examinations.
2. Students who are doing computer courses of duration up to 1 year from various computer institutes.
3. Candidates who will appear in competitive examinations for Government jobs in which computer knowledge is essential or desirable. The book covers questions both for the written tests and interview.
4. People in Government services and who are new to computers.
5. Anyone who wants to learn and acquire sharp knowledge in computers.

This book is not for people who just want to pass an examination by learning without understanding.

I hope that this book would do wonders to the reader’s performance in the examination. People buying this book would get free consultation with me and all their queries would be answered by me personally through email. Also they would get free updates to the book. On request, they can get more questions absolutely free about any topic they specially require. Suggestions about the book are welcome. Coming up shortly is the book titled “**Internet and Network**” for DOEACC paper “Internet Technologies and Tools”.

Thanks a lot and all the best.

Vikrant Malviya
PGDCM, ‘A’ Level
Cyber Security Advisor and Trainer

How to use this book?

The book in your hand is designed to provide more knowledge in less amount of time. All the topics in the book are divided into 3 levels, Level-1, Level-2 and Level-3. Note that these levels are according to the level of depth in respect of that particular topic. Now, for each level, types of questions fall in three categories. A “D” denotes that what follows is a short description about the topic. An “S” denotes that there is one option which is correct among the given options. An “M” denotes that the question have many options as correct. Lastly, an “FIB” indicates that in the examinations, this question could be asked as a filler in the blank question. So while reading a chapter, you get the description about the topics and answer of fill in the blanks type of questions (for which no options are given) and your knowledge so far is also tested by Single answer and Multiple answer questions. What you should do is use a pencil to tick mark the questions which you wrongly answer. Just before the examination, besides reading the descriptions, you could go through those questions which you have marked previously. This would be enough for performing well. Don't try to memorize the questions and answers because it is not like that you would get exactly the same question in the examination. So, try to get good knowledge about every topic. This will help you in long term and make you successful. Thanks and all the very best.

Vikrant Malviya
Author

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1

INTRODUCTION TO COMPUTERS

Communication

L-1 D 1. This type of dialing uses multiple tone signaling. Push button phones usually use it. It is required for dial up connections used to connect to the internet.

Ans Touch-tone dialing

Data

L-1 D 2. Data processing is the restructuring or reordering of data by humans or by machines, to increase their usefulness and value for some particular purpose.

L-1 D 3. Data mining tools search databases for hidden patterns to find information that is predictive in nature. This information is difficult to be produced manually even by the experts.

L-1 D 4. Data mining tools predict future trends based on available data and try to find behaviours, allowing businesses to make proactive, knowledge driven decisions.

L-1 F 5. Data is the plural of the word _____.

Ans Datum

Data Processing

L-1 D 6. Characteristics of useful information are relevancy, timeliness, accuracy, conciseness and completeness.

E-commerce

L-1 S 7. Three kinds of e-commerce are _____ , _____
— and _____.

A. B2C

B. C2B

C. A2B

D. B2B

Email

- L-1 D 8. Sending an email in all capital letters is considered to be the equivalent of shouting and comes under bad manners.

File Access

- L-2 S 9. Combining two or more records into a single physical block to reduce read or write time.
A. Union B. Adding C. Concatenation D. Blocking

File Handling

- L-1 M 10. Among the following, which are wild card characters?
A. & B. * C. “ D. ?
- L-1 T/F 11. Wild card characters are used in searching files.
A. TRUE B. FALSE

File Organization

- L-2 S 12. In _____, a process could read the bytes or records of a file out of order, or to access records by key, rather than by position.
A. Inverted access B. Random access
C. Sequential access D. Direct sequential
- L-2 S 13. A process could read a file only in order, starting from the beginning.
A. Sequential access B. Random access
C. Indexed sequential D. Direct sequential
- L-2 S 14. A process could not skip around and read the file out of order.
A. Random access B. Inverted access
C. Sequential access D. Direct sequential

File System

- L-1 D 15. In a single-level directory system, all the files are placed in one directory. Such a directory system has significant limitations if the number of files increases or when there is more than one user. Since all files are in the same directory, they must have unique names.
- L-2 S 16. A file organization technique in which address of records is calculated rather than then searched.
A. Encrypting B. Hashing
C. Indexing D. None of the above

Fonts

- L-2 D 17. Fonts that are scalable and sometimes generated as bitmaps or soft fonts, depending on the type and capability of the printer.

Ans TrueType fonts

L-2 T/F 18. True type fonts are device independent fonts.

- A. TRUE B. FALSE

General

L-1 D 19. The three-character that identifies the type of file.

Ans Extension

L-1 D 20. Email button is located in _____ toolbar in MsWord.

Ans Formatting

L-1 D 21. On the keyboard, a _____ is a horizontal bar in the lowermost row, which is significantly wider than most of the other keys.

Ans Shift bar

L-2 D 22. Self-extracting zip file also need a zip unzip software.

L-2 D 23. Use a _____ to join, or concatenate, one or more text strings to produce a single piece of text. This is known as a text concatenation operator.

Ans Semicolon

L-1 D 24. In many window-based softwares, Zoom range is 10 per cent to 400 per cent.

L-1 D 25. The singular for the word 'data' is datum.

L-1 D 26. A Decimal number could be converted into an equivalent binary number and *vice versa*.

L-2 D 27. With the use of an internal computer memory chip, a _____ can be used to store a large amount of information securely.

Ans Data card

L-1 D 28. In the context of computer hardware, full form of CAM.

Ans Content Addressable Memory

L-1 D 29. The bak extension is used to denote a

Ans Backup file

L-1 D 30. The .gif extension is used to denote a

Ans Graphical interchange format file

L-1 D 31. Alias is a term which means

Ans Another name for an object, entity

L-1 D 32. A file is a

Ans Collection of related data.

L-1 D 33. Backup means _____ for the purpose of using it if the main data is lost due to hardware or software malfunction or user's mistake.

Ans Archived data

L-1 D 34. An Offline system is the one.

Ans Which is not connected to the network

L-1 D 35. Path name.

Ans Location of the file in the directory structure of the computer

- L-1 D 36. GIGO means
Ans Garbage In Garbage Out. It means that the quality of the output or the results given by the computer/program depends on the quality of the input.
- L-1 D 37. A Picosecond is equal to
Ans One trillionth of a second
- L-1 D 38. Cut vs. copy
Ans Cut copies the selected text in the clipboard and removes the selected text.
- L-1 D 39. A Millisecond is equal to
Ans One thousandth of a second
- L-1 D 40. Transaction
Ans In computer programming, a transaction usually means a sequence of related operations that is treated as a unit for the purposes of satisfying a request and for ensuring database integrity. For a transaction to be completed and database changes to make permanent, a transaction has to be completed in its entirety.
- L-1 D 41. Public folder is another term for a _____.
Ans Shared folder
- L-1 D 42. Some attributes of a file are (known as file attributes)
Ans Read only, hidden, archive etc.
- L-1 D 43. Output devices
Ans A device, such as a printer, video display, or speaker, that presents data from a computer to a user.
- L-1 D 44. Root Directory
Ans The topmost directory in the hierarchy of directories containing files and other directories
- L-1 D 45. Save vs.-Save as
Ans Use “Save” to save changes made to an already saved and named file. “Save as” is used to save a new file which is not saved yet.
- L-1 D 46. Analog computers
Ans An analog computer uses continuous physical phenomena such as electrical, mechanical or hydraulic quantities to model the problem being solved.
- L-1 D 47. The following are File Descriptors which represents various information about a file.
Ans Name, title, author, version etc.,
- L-1 D 48. Multi-programming
Ans Parallel processing in which several programs are run at the same time on a single processor. There is no true simultaneous execution of different programs. Instead, the operating system executes part of one program, then part of another, and so on. To the user, it appears that all programs are executing at the same time.

- L-1 D 49. Dedicated devices.
Ans Devices that have to be dedicated to the single user until the work of that user is finished
- L-1 D 50. Logical Functions.
Ans Logical functions provide basic comparison and return TRUE or FALSE values based on the evaluation of the formula.
- L-1 D 51. Multi-threading is
Ans The ability of an operating system to execute different parts of a program, called threads, simultaneously. The programmer must carefully design the program in such a way that all the threads can run at the same time without interfering with each other.
- L-1 D 52. What is an email?
Ans A message from a user to recipients sent usually using a computer
- L-1 D 53. In a image processing/displaying software, enlarging a picture is known as
Ans Zooming
- L-1 D 54. In computers, Line feed character is
Ans Chr(13)
- L-1 D 55. Web-enabled software are
Ans Those software that can be accessed using an internet connection and a browser and used to do work such as order billing, accounting, sales etc.
- L-1 D 56. What is a resource?
Ans Data, program or hardware e.g., printer etc. which is used by a computer or human for carrying out some task.
- L-1 D 57. ENIAC was created for the US Army.
- L-1 D 58. What is file processing?
Ans Accessing a file and reading the data available in it and deriving some conclusions from it through a set procedure and storing the results somewhere in the same file or the other.
- L-1 D 59. What is an output device?
Ans The computer system transfers results of processing to these objects.
- L-1 D 60. Information is refined data.
- L-1 D 61. What are natural languages?
Ans A human written or spoken language as opposed to a computer language.
- L-1 D 62. Decimal no. 9912 in binary is.
Ans 10011010111000
- L-1 D 63. What is an operating system?
Ans A software which makes the hardware of the computer usable by human. The interface provided by the operating system is used by humans to interact with the computer.

- L-1 D 64. Decimal number 34 in binary is
Ans 00100010
- L-1 D 65. The term 'Embedded' means contains within. For e.g., Software that are present in smart cards are said to be embedded in it.
- L-1 D 66. Latest version of MS-Office is
Ans Office 2007
- L-1 D 67. Full form of CAI is Computer Aided Instruction.
- L-1 D 68. The program group 'Entertainment' is located in 'Accessories'.
- L-1 D 69. This key is used to delete the character to the right of the insertion point.
Ans DELETE
- L-1 D 70. In the context of software, CAM is Computer Aided Manufacturing.
- L-1 D 71. A word can contain one or more bytes
- L-1 D 72. In the context of software and engineering, CAE stands for _____.
Ans Computer Aided Engineering
- L-1 D 73. Left Alt + Left Shift + Print Screen
Ans Switch High Contrast on and off
- L-1 D 74. Who is known to be the world's first programmer?
Ans Ada Lovelace
- L-1 D 75. To display the bottom of the active window, _____ key is used.
Ans End
- L-1 D 76. Latest Operating System by Microsoft is
Ans Windows 7
- L-1 D 77. A nanosecond is one billionth of a second.
- L-1 D 78. Intel, Cyrix & Amd manufacture CPU.
- L-1 D 79. PDA stands for Portable Digital Assistant.
- L-1 D 80. Digital computers from smallest to largest.
Ans Microcomputers, Minicomputers, Mainframes, Supercomputers
- L-1 D 81. Difference between laptop and a subnotebook.
Ans Laptop usually have cd/dvd drive/writer. Subnotebook does'nt. Laptops are bigger than notebook. Subnotebooks are usually for small tasks such as web browsing.
- L-1 D 82. Information is organized or classified data.
- L-1 D 83. A Nanosecond is equal to one billionth (10^{-9}) of a second. Repeated at D 77.
- L-1 D 84. What are the characteristics of the internet?
Ans Internet is scaleable, open, easy to use, centralized resource etc.
- L-1 D 85. IPOS cycle — Input, Processing, Output and Storage.
- L-1 D 86. Timeliness means that information is free from bias.
- L-1 D 87. _____ is computer instruction or data.
Ans Software

- L-1 D 88. What is the difference between data and information?
Ans Information is processed data.
- L-1 D 89. The data entered into a data processing system is known as Input.
- L-1 D 90. Information is nothing but refined _____.
Ans Data
- L-1 D 91. ALT+4 “Delete the selected folder or file (Delete button)?
- L-1 D 92. What is the difference between batch and online processing?
Ans A user get updated data if it query an online processing system. In batch processing, a group of jobs is performed in a single lot. The time of this processing is mostly lesser than the time of actual happening of the transaction.
- L-1 D 93. A rectangular group of cells is called a _____.
Ans Grid
- L-1 D 94. To connect a laptop or notebook computer to a docking station.
Ans Dock
- L-1 D 95. The four steps of IPOS (Input, Processing, Output and Storage) do not have to occur in a rigid sequence.
- L-1 D 96. Email is an electronic message sent from one computer to another.
- L-1 D 97. A person who uses a computer that is not connected to a network.
Ans Local User
- L-1 D 98. Leading or trailing spaces in a cell affect sorting and searching.
- L-1 D 99. People who use office automation could be termed as
Ans Knowledge workers
- L-1 D 100. Why does today’s software applications need more powerful hardware?
Ans Computers are being used in numerous areas and since many calculations and processing is involved, powerful hardware is required.
- L-1 D 101. The ease with which a software or a service could be accessed by a user is known as
Ans Usability
- L-1 D 102. Advantages of computers — Speed, Accuracy, Reliability, Memory Capability—
- L-1 D 103. Open the folder up one level from the open folder (Up One Level button).
Ans ALT + 2
- L-1 D 104. Memory beyond one megabyte in 80286, 80386, 80486, and Pentium computers is known as.
Ans Extended memory
- L-1 D 105. A Printer that is directly connected to one of the ports on your computer.
Ans Local Printer
- L-1 D 106. In the task pane, press CTRL + SPACE to display a menu of additional commands.

- L-1 D 107. A set of unique names for entities used in a shared computing environment.
Ans Namespace
- L-1 D 108. Hardware is the mechanical and electronic devices, which we can see and touch.
- L-1 D 109. A program which defragments volumes on a computer so that the computer runs faster and more efficiently.
Ans Disk defragmenter
- L-1 D 110. Every general purpose computer must have an operating system to run other program.
- L-1 D 111. Special keys — Function keys, Control keys, Arrow keys, Caps Lock key, etc.
- L-1 D 112. Five elements of computing process — Hardware, Software, Data, Human and Procedure.
- L-1 D 113. Summarized data is classified into two: _____ and _____.
Ans Lightly and highly
- L-1 D 114. If not specified otherwise, a print from a computer always go to the _____.
Ans Default printer
- L-1 D 115. In Ms-Word or Ms-Excel, a hyperlink is automatically created when an internet address or email address is typed.
- L-1 D 116. A microcomputer is a ful-fledged computer system that uses a microprocessor as its CPU.
- L-1 D 117. A data processing system accepts data as input and processes it into information as output.
- L-1 D 118. In formatting, # displays only significant digits and does not display insignificant zeros.
- L-1 D 119. Computer data is processed in two fundamental ways _____ and _____.
Ans Batch and online
- L-1 D 120. A system can be defined as a group of interrelated components working to achieve a common goal.
- L-1 D 121. Use 'Print screen' button to capture the entire screen to the clipboard or to print the entire screen.
- L-1 D 122. A text management system is a computer system designed to work with the written or typewritten word.
- L-1 D 123. Steps in data processing are — Recording, Classifying, Sorting, Calculating, Summarizing and Reporting.
- L-1 D 124. A system which permits direct communication between system users and the operating program in the CPU.
Ans Interactive system
- L-1 D 125. Transaction files created from source documents are used for logging or recording transactions.
- L-1 D 126. When the recipients can get the information when they need it, then the information is known to be _____.
Ans Timely

- L-1 D 127. A Briefcase command that separates the copy of the file inside Briefcase from the copy outside Briefcase.
Ans Splitting
- L-1 D 128. Canned programs — Programs prepared by a third party vendor and provided to the used in a machine-readable form.
- L-1 D 129. Data can be defined as any fact, observation, assumption or occurrence. These when processed becomes information.
- L-1 D 130. _____ is a set of rules that provides a way of instructing the computer to perform certain operations.
Ans Programming languages
- L-1 D 131. A technique for generating new ideas. People sit together and find ideas and solutions and the best one is selected.
Ans Brainstorming
- L-1 D 132. _____ is a subset of an enterprise-wide data warehouse, which typically supports an enterprise element.
Ans Data mart
- L-1 D 133. A GIS stores information about the world as a collection of thematic layers that can be linked together by geography.
- L-1 D 134. A computer is programmable that is, what the computer does depends totally on the program, which the computer is using.
- L-1 D 135. Information stored on a local disk drive. It is a list of files and folders that have been backed up in a backup set.
Ans On-disk catalog
- L-1 D 136. A fixed number of adjacent bits that represent a particular character or symbol. Normally, it consists of eight bits.
Ans Byte
- L-1 D 137. If an input to a program is able to distinguish between upper case characters and lower case characters, it is said to be
Ans Case-sensitive
- L-1 D 138. _____ is defined as using computer and communication technology to help people better use and manage information.
Ans Office automation
- L-1 D 139. Intelligent terminals do some of the processing tasks and they relieve the central computer from doing all of the processing.
- L-1 D 140. A stand alone computer system is one that is not connected to or does not communicate with another computer system or network.
- L-1 D 141. A person who uses a computer that is not connected to a network. A local user is most likely someone using a computer at home.
Ans Local User

- L-1 D 142. The Microsoft Software Library (MSL) is a collection of free, binary (non-text) files located on the Web for all Microsoft products.
- L-1 D 143. A set of characters that includes the 10 decimal digits, the 26 letters of the alphabet and a number of special characters is called.
- Ans** Alphanumeric character set
- L-1 D 144. A thin device made of silicon on which integrated electronic components are arranged to form a circuit which does a specific thing.
- Ans** Chip
- L-1 D 145. The number of characters or words that the device can transfer per second, after it has been positioned at the beginning of the record is called bit rate.
- L-1 D 146. One can develop professional looking multimedia presentations using tools like Microsoft PowerPoint, Lotus Freelance Graphics and so on.
- L-1 D 147. The ability to store and execute instructions, the stored program concept, is the most important property of a general purpose computer.
- L-1 D 148. _____ lets networked PCs and workstations share information and electronic documents from both corporate and on-line sources.
- Ans** Groupware
- L-1 D 149. Microsoft Press offers the training and support materials a user need about Microsoft Office, Microsoft Windows 98, and Microsoft Windows 2000.
- L-1 D 150. The primary source of product information for Microsoft support engineers and customers. This comprehensive collection of articles are updated daily.
- Ans** Microsoft Knowledge Base (KB)
- L-1 D 151. A computer is an electronic data processing device capable of receiving input, storing sets of instructions to process the data and generating accurate output.
- L-1 D 152. Information about a file such as its identification details, descriptive title, the author name, the subject, or a keyword related to the contents of the file.
- Ans** File property
- L-1 D 153. A data storage and retrieval system. Usually removable storage is used. A library consists of removable media and a hardware device that can read from or write to the media.
- Ans** Library
- L-1 D 154. A folder name or file name longer than the 8.3 file name standard (up to eight characters followed by a period and an extension of up to three characters) of the FAT file system.
- Ans** Long name
- L-1 D 155. The terminal of bank's computer network which is operated by the customer through a visual display unit and a numeric keyboard. To input a touchscreen, or buttons on the side of the display unit are used.
- Ans** Automated Teller Machine (ATM)

- L-1 D 156. The comprehensive source of programming information and toolkits for those who write programs for Microsoft Windows 98 and Microsoft Windows 2000 operating systems, and for those who use Microsoft product.
- Ans** Microsoft Developer Network (MSDN) CD-ROM Library
- L-1 D 157. Information technology (IT) encompasses any combination of equipment (hardware) that facilitates the acquisition, creation, modification, retrieval, storage and transmission of information using electronic media.
- L-1 D 158. Microsoft End-User License Agreement (“EULA”) is a legal agreement between you (either an individual person or a single legal entity, who will be referred to in this EULA as “You”) and Microsoft Corporation for the Microsoft.
- L-1 D 159. A credit card-sized device that is used with an access code to enable certificate-based authentication and single sign-on to the enterprise. Smart cards securely store certificates, public and private keys, passwords, and other types of personal information.
- Ans** Smart card
- L-2 D 160. File system.
- Ans** In computing, a file system (often also written as filesystem) is a method for storing and organizing computer files and the data they contain to make it easy to find and access them. File systems may use a data storage device such as a hard disk or CD-ROM and involve maintaining the physical location of the files, they might provide access to data on a file server by acting as clients for a network protocol (e.g., NFS, SMB, or 9P clients), or they may be virtual and exist only as an access method for virtual data (e.g., prodfs). It is distinguished from a directory service and registry.
- L-2 D 161. Portability.
- Ans** Portability is a characteristic of a computer program and it denotes the ease with which it can be used in an operating systems other than the one in which it was created without requiring major rework.
- L-2 D 162. Defragmentation.
- Ans** Puts the scattered parts of files in continuous locations so that data is stored in the media in one heap.
- L-3 D 163. Directed Acyclic Graph
- Ans** In mathematics, a directed acyclic graph, also called a DAG, (also acyclic directed graph), is a directed graph with no directed cycles; that is, for any vertex v , there is no non-empty directed path that starts and ends on v .
- L-2 D 164. What is CAD/CAM system?
- Ans** Computer Aided Design, Computer Aided Manufacturing
- L-2 D 165. What is virtual reality?
- Ans** Virtual reality (VR) is a technology which allows a user to interact with a computer-simulated environment. This environment is a simulation of the real world or an imaginary world.

- L-2 D 166. Ctrl + shift while dragging an item.
Ans Create shortcut to selected item
- L-2 D 167. A drive attached to an empty folder on an NTFS volume.
Ans Mounted Drive
- L-2 D 168. Any node within a tree, along with connected dependants.
Ans Subtree
- L-2 D 169. Mainframes have large on line secondary storage capacity.
- L-2 D 170. Scalable fonts designed to work with PostScript devices.
Ans Type 1 fonts
- L-2 D 171. A search method that can be used to direct the search using conversational language.
Ans Natural language searching
- L-2 D 172. A set of unique names for resources or items used in a shared computing environment.
Ans Namespace
- L-2 D 173. Multi-dimensional views are inherently representative of an actual —————.
Ans Business Model
- L-2 D 174. Mainframes have high speed cache memory, capacity of multi programming and time sharing.
- L-2 D 175. The source code that contains the data to be printed as well as the commands for print.
Ans Print job
- L-2 D 176. FAQ — A frequently asked question. A file or a document containing frequently asked questions and their answers.
- L-2 D 177. The on-disk catalog contains a list of files “and folders that have been backed up in a backup set.
Ans On-disk catalog
- L-2 D 178. ————— is a computer based tool for mapping and analyzing things that exist and events that happen on earth.
Ans Geographic Information System
- L-2 D 179. An automated process called ————— is used to create explicit geographic references from implicit references.
Ans Geocoding
- L-2 D 180. The process of distributing a computer system’s facilities to different components of a job in order to perform the job.
Ans Resource allocation
- L-2 D 181. ————— is a collection of computer-based information that is critical to successful execution of enterprise initiatives.
Ans Management Information System

- L-2 D 182. In personal computers, the Front Side Bus (FSB) is the bus that carries data between the CPU and the memory controller hub (MCH).
- L-2 D 183. _____, _____ and _____ are three technologies that supports data mining.
Ans Neural network, Case based reasoning, Decision tree
- L-2 D 184. An entity, such as a file, folder, shared folder, printer, or Active Directory object, “described by a distinct, named set of attributes.”
Ans Object
- L-2 D 185. The process of trying out a new product at a location other than where it was manufactured and people who test are not from the manufacturing party.
Ans Beta testing
- L-2 D 186. The scattering of parts of the same disk file over different areas of the disk. Fragmentation occurs as files on a disk are deleted and new files are added.
Ans Fragmentation
- L-2 D 187. A working GIS integrated five key components _____, _____, _____, _____ and _____.
Ans Hardware, Software, Data, People and Method
- L-2 D 188. A logical dump starts at one or more specified directories and recursively dumps all the files and directories found there that have changed since some give base date.
- L-2 D 189. A font created by a series of dots. These dots are connected by lines. The resultant font can be scaled to any size. Some dot-matrix printers also support plotter fonts.
Ans Plotter font
- L-2 D 190. A code page is a table that relates the binary character codes used by a program to keys on the keyboard or to characters on the display. Useful for working on computers in languages other than English.
- L-3 D 191. Cold boot means
Ans The start-up of a computer from a powered-down, or off state. Also called hard boot.
- L-3 D 192. What are the uses of virtual reality?
Ans Flight simulation, games, medicine, architect, weather, chemistry
- L-3 D 193. Creating a physical or theoretical model on a computer and trying various things that would otherwise be difficult to in an actual system and then analyzing the experience and result so that they would help if the same things are done on the actual system. This technique is known as simulation.
- L-1 D 194. Multi processing
Ans Multi processing is the use of two or more central processing units (CPUs) in a single computer system. It is the ability of a system to support more than one processor and/or the ability to allocate tasks between them.

- L-2 D 195. A mounted drive's name is resolved to a full system path.
- L-3 D 196. Warm boot means
Ans Refers to restarting a computer that is already turned on via the operating system. Restarting it returns the computer to its initial state. A warm boot is sometimes necessary when a program encounters an error from which it cannot recover. On PCs, a user can perform a warm boot by pressing the Control, Alt, and Delete keys simultaneously. On Macs, you can perform a warm boot by pressing the Restart button. Also called a soft boot.
- L-1 F 197. Full form of GUI is
Ans Graphical User Interface
- L-1 F 198. Full form of CBIS is
Ans Computer Based Information System
- L-1 F 199. Full form of EULA
Ans End User License Agreement
- L-1 F 200. _____ means reading each word (and punctuation mark) in a document slowly and carefully while looking for errors.
Ans Proofing or proof reading
- L-1 F 201. One billionth of a second
Ans A nanosecond
- L-1 F 202. Bit is a _____.
Ans Binary digit
- L-1 F 203. “#” is known as _____.
Ans Hash
- L-1 F 204. “Con” means _____.
Ans Console
- L-1 F 205. @ is known as _____.
Ans at the rate of
- L-1 F 206. In the context of software, EIS is _____.
Ans Executive Information System
- L-1 F 207. _____ describes the type of file.
Ans File extension
- L-1 F 208. VRML stands for _____.
Ans Virtual Reality Modeling Language
- L-1 F 209. Enter key is also known as _____.
Ans Return key
- L-1 F 210. A group of related records maintained in a specific order is called a _____.
Ans Data file

- L-1 F 211. An action that cannot be broken down further to a group of actions is known as a _____.
- Ans** Atomic action
- L-1 F 212. The time between issuing a command and getting the result is called _____.
- Ans** Response time
- L-1 F 213. _____ is the study of how to create safety, comfort and ease of use for people who use machines.
- Ans** Ergonomics
- L-1 F 214. Each location of a computer system can store a fixed number of characters or bits called its _____.
- Ans** Word Length
- L-2 F 215. MIPS is _____.
- Ans** Million Instructions Per Second
- L-2 F 216. OLAP is the abbreviation of _____.
- Ans** Online Analytical Processing
- L-2 F 217. 32 bit computer has a word length of _____.
- Ans** 32
- L-2 F 218. With Microsoft _____, a person can have virtual meetings with anyone in the world.
- Ans** Netmeeting
- L-3 F 219. Computer software are designed to perform adequately with other products that would come up in the near future. Same applies to hardware.
- Ans** Upward compatibility
- L-1 F 220. _____ education allows one to proceed at one's own pace.
- Ans** Online
- L-3 F 221. Programs developed on a more advanced system which can also be executed on a less advanced (earlier) version. This is known as _____.
- Ans** Downward compatibility
- L-1 M 222. Text editors
- A. MS-Word B. Wordstar C. Lotus D. Edit
- L-1 M 223. Memory Stores
- A. Data B. Instructions
- L-1 M 224. Relational Operators.
- A. = B. > C. Add D.2's complement
- L-1 M 225. Main characteristics of computers.
- A. Word Length B. Speed and Stor C. Accuracy and D. Forgetting
E. Automation

- L-1 M 226. These portals provide free email accounts.
 A. Hotmail B. Yahoo mail C. Rocketmail D. Snail mail
 E. Acb Cement
- L-2 M 227. Speed of computers can be measured in
 A. Nanoseconds B. Picoseconds
- L-3 M 228. Biometric identification
 A. Fingerprint B. Hand geometry C. Voice D. Iris
 E. Face reognition
- L-1 M 229. Carriage return
 A. Escape key B. Return key C. Enter key D. All of the above
- L-1 M 230. Limitations of computers
 A. Productivity B. Reasoning C. Accuracy D. Volume
- L-1 M 231. _____ is a page orientation
 A. Landslide B. Landscape C. Photoframe D. Vertical
 E. Portrait
- L-2 M 232. Text file are of two types
 A. Decimal B. ASCII C. Binary D. EBCDIC
- L-1 M 233. Basic file operations
 A. Create B. Send C. Delete D. Open
 E. Encrypt
- L-1 M 234. These are known as wildcard characters.
 A. * B.+ C. & D. ?
- L-1 M 235. The main functions of the computer are
 A. Receive input and produce output B. Information processing
 C. Information storage D. All of the above
- L-1 M 236. The major components of a computer are
 A. Memory B. CPU C. I/O Devices D. All of the above
- L-1 S 237. Which of the following is an operating system?
 A. DOS B. OS/2 C. UNIX D. All of the above
- L-2 S 238. Types of Operating Systems
 A. Mainframe OS B. Server OS C. Multiprocess OS D. PC OS
 E. All of the above
- L-2 S 239. Types of Operating Systems
 A. Embedded OS B. Smart Card OS
 C. Real-time OS D. All of the above
- L-1 S 240. ATM is
 A. Automated Transaction Machine B. Automated Teller Machine
 C. American Teller Machine D. Automated Transaction Module

- L-1 S 241. A4 page size
A. 10×12 inch
B. 8.27×11.69 inch
C. 8.50×11.70 inch
D. None of the above
- L-1 S 242. EDP stands for
A. Electronic Data Program
B. Electronic Data Processing
C. E-commerce Data Processing
D. None of these
- L-1 S 243. Open search window
A. Alt + S
B. F3
C. ALT + 2
D. Ctrl + S
- L-1 S 244. In many softwares, _____ is used to cancel the current task.
A. Alt
B. Esc
C. F1
D. Home
- L-1 S 245. A microsecond is equal to
A. Thousandth of a second
B. Millionth of a sec
C. Billionth of a second
D. Trillionth of a second
- L-1 S 246. Temporary files are stored in
A. C: Temp
B. C:\Windows\Temp
C. C:\Program
D. All of the above
- L-1 S 247. Typically, the capacity of CD-ROM is
A. 1 GB
B. 640-700 MB
C. 300-400 MB
D. 800 MB
- L-1 S 248. Font size is commonly measured in _____.
A. Inches
B. Points
C. Cms
D. All of the above
- L-1 S 249. The process of arranging data into a desired sequence.
A. Arranging
B. Sorting
C. Sequencing
D. Setting
- L-1 S 250. Windows supports long file names upto _____ characters.
A. 30
B. 255
C. 128
D. 8
- L-1 S 251. Units in which information is stored on disk and other external media and it is in this unit that a user sees his/her data in windows explorer.
A. Field
B. Files
C. Blocks
D. Characters
- L-1 S 252. Anything that is useful and is allotted to a process, program or a user.
A. Device
B. Resources
C. Authorization
D. None of these
- L-1 S 253. _____ is the means using which an object communicates/interacts with another.
A. Interactor
B. Interface
C. Messenger
D. Spooler
- L-1 S 254. In a _____, devices can be added or removed while the computer is running.
A. Cold system
B. Hot pluggable system
C. Both of the above
D. None of the above
- L-1 S 255. The running of several computer programs one after the another without the need of a human operator.
A. Online program
B. Batch program
C. Automatic program
D. None of the above

- L-1 S 256. In a dialog box, the command button that is selected or highlighted when the dialog box is displayed. It has a bold border, indicating that it will be chosen automatically if the ENTER key is pressed.
A. Main button B. Default button C. Enter button D. Only button
- L-2 S 257. PDF stands for
A. Presentable Document For B. Portable Document
C. Portable Document D. Presentable Document File
- L-2 S 258. Measure of the efficiency of a computer system.
A. Speed B. Throughput C. Volume D. Clock speed
- L-2 S 259. Number of bits a computer can process at a time in parallel is called
A. Binary system B. Word Length C. Processing power D. Word gauge
- L-2 S 260. Which is the technology that is used as a direct-entry method in banks?
A. OCR B. MICR C. OMR D. None of the above
- L-2 S 261. The ability to input data directly into a computer system by speaking to it.
A. Direct input B. Speech recognition C. Manual input D. None of the above
- L-2 S 262. The total amount of processing carried out by a computer system within a given time period.
A. Speed B. Throughput C. Volume D. Clock speed
- L-2 S 263. _____ rely on servers for services such as printing, database and even processing power.
A. Nodes B. Clients C. Host D. None of the above
- L-2 S 264. The ability of computer hardware or software to ensure data integrity when a hardware failures occur
A. Data protection B. Fault tolerance C. Data Integrity D. None of the above
- L-2 S 265. With the _____ type e-commerce, the company first established a website on the internet.
A. B2B B. B2C C. C2B D. All of the above
- L-2 S 266. A backup that copies only files that are created or changed since the last normal or incremental backup.
A. Selective backup B. Full backup
C. Additional backup D. Incremental backup
- L-1 S 267. Letter page size
A. 8.5×11 inches B. 9×11 inches C. 8.5×14 inches D. None of the above
- L-1 S 268. Giga is _____.
A. 1073741824 B. 100000000 C. 99999 D. None of the above
- L-1 S 269. EDI stands for _____.
A. Electronic Data Interchange B. Electronic Data Interaction
C. E-commerce Data D. Electronic Data Independence

- L-1 S 270. Usually, the number of “Enter” keys in the keyboard is
A. 2 B. 1 C. 3 D. None of the above
- L-1 S 271. _____ can be used to create web pages.
A. Frontpage B. HtmlPager
C. Internet information server D. None of the above
- L-1 S 272. Which among the following entries of year is better?
A. 1901 B. 59
C. Both of the above D. None of the above
- L-1 S 273. Verifying that an entity is who or what it claims to be.
A. Authentication B. Authorization
C. Auditing D. Rights evaluation
- L-1 S 274. The following software creates and edits text files using basic text formatting
A. Notepad B. Wordpad C. MS-Word D. MS-Outlook
- L-1 S 275. If “Caps” light is on, it means the characters would be typed in
A. Capital Letters B. Lowercase C. Propercase D. None of the above
- L-1 S 276. The highest level in a hierarchically organized set of information.
A. Root B. Top C. Node D. None of the above
- L-1 S 277. To detach a laptop or other portable computer from a docking station.
A. Undock B. Disconnect C. Remove D. None of the above
- L-1 S 278. The technology that is used in evaluation of aptitude tests is called.
A. OCR B. OMR C. MICR D. MCR
- L-1 S 279. _____ is the most important program that runs on a computer.
A. Operating System B. Compiler
C. Word D. Excel
- L-1 S 280. A computer that works with discrete quantities. It uses numbers to simulate real time processes.
A. Digital Computer B. Analog Computer
C. Dedicated Computer D. Workstation
- L-1 S 281. _____ is an umbrella term describing the electronic technologies that support person to person collaboration.
A. Groupware B. Software C. Hardware D. Firmware
- L-1 S 282. A backup that copies all selected files and marks each file as having been backed up (in other words, the archive attribute is cleared).
A. Normal backup B. Differential backup
C. Incremental backup D. Decremental backup
- L-2 S 283. The period during which due to a hardware or software failure, the computer is unavailable for use.
A. Downtime B. Turnaround time
C. Lapse time D. None of the above

- L-2 S 284. The spoken words are interpreted by the computer and converted into computer readable form. This is
 A. Speech recognition B. Voice input
 C. Both of the above D. Verbal interaction
- L-2 S 285. Which of the following is used to send and receive files stored on other computer on the Internet?
 A. FTP B. Telnet C. FAQ D. SLIP
- L-1 S 286. Zip is related to
 A. Transmission B. Copy C. Compression D. None of the above
- L-1 S 287. Full form of FIFO
 A. First In Function Output B. Function Input First Output
 C. First In First Out D. None of these
- L-1 S 288. Microsecond
 A. One thousandth of a second B. One hundredth of a second
 C. One millionth of a second D. Million of a second
- L-1 S 289. Legal page size
 A. 8.5×11 inches B. 9×11 inches
 C. 8.5×14 inches D. None of the above
- L-1 S 290. Full form of CAD is
 A. Computer Automated Design B. Compiled Aided Design
 C. Computer Aided Design D. None of the above
- L-1 S 291. In most window-based softwares, the shortcut for help is
 A. F10 B. F8 C. F1 D. None of the above
- L-1 S 292. Keyboard shortcut to print a file is _____
 A. Alt + P B. Ctrl + P C. ALT + 2 D. ALT + 1
- L-1 S 293. Example of system software.
 A. Word processors B. Games
 C. Spreadsheets D. None of the above
- L-1 S 294. A Megabyte is _____
 A. 1024 bytes B. 100024 bytes C. 100000 bytes D. 1048576 bytes
- L-1 S 295. Collection of facts in raw form.
 A. Information B. Field C. File D. Data
- L-1 S 296. This key deletes character to the left of the insertion point.
 A. Del B. Enter C. Backspace D. None of the above
- L-1 S 297. Comma, period, semicolon, and so on.
 A. Control keys B. Grammatical keys C. Punctuation keys D. English keys
- L-1 S 298. Prevent the CD from automatically playing on inserting into the drive.
 A. Press Pause break B. Press escape
 C. Press Shift D. Press Ctrl when you insert a CD

- L-1 S 299. GIS stands for _____.
- A. Geographical instruction system B. Geographical information software
C. Geographical information system D. Generator information system
- L-1 S 300. Which of the following is an output device?
- A. Printer B. Monitor C. Plotter D. All of the above
- L-1 S 301. The finished result of processing by a system is called a _____.
- A. Print B. Hard copy C. Input D. Output
- L-1 S 302. Microcomputers are also called _____.
- A. Minicomputer B. Supercomputer
C. Mainframe D. Personal computers
- L-1 S 303. Norton, McAfee and AVG are names of some common
- A. File compression utilities B. Excel programs
C. Antivirus D. Word processors
- L-1 S 304. A combination of letters, digits and special characters
- A. Beta numeric B. Non-numeric C. Word D. Alphanumeric
- L-1 S 305. Typing, layout settings, printing, designing of images etc.
- A. Printing B. Software development
C. Desktop publishing D. Data entry
- L-1 S 306. If on the edit menu “Paste” option is disabled, it means that
- A. The option cannot be used B. Software is corrupt
C. No text have been copied to the clipboard. D. None of the above
- L-1 S 307. Node or software program that requests services from a server.
- A. Server agent B. Computer C. Host D. Client
- L-1 S 308. The result of data processing which is useful in making decisions.
- A. Processed data B. Results C. Information D. File
- L-1 S 309. Which of the following is the most important program in a computer?
- A. Word processors B. Spreadsheets
C. Presentation graphics D. None of the above
- L-1 S 310. The abnormal end of a program because of a system fault error or operator intervention.
- A. Run time error B. Program fault C. Program failure D. Abort
- L-1 S 311. Computer output which is displayed on the screen of a terminal without a printed copy.
- A. Hard copy B. Display copy C. Visible copy D. Soft copy
- L-1 S 312. A small button which on clicking performs a specific tasks. One of the components of GUI.
- A. Button B. Link C. Icon D. Menu

- L-1 S 313. To type numbers using numeric keys on right side of the keyboard, _____ indicative light should be on.
A. Caps lock B. Scroll lock C. Num lock D. All of the above
- L-1 S 314. Files created on previous versions of a software can be opened in the latest version of the same software. This feature is called _____.
A. Compatibility B. Portability
C. Backward compatibility D. None of the above
- L-1 S 315. The science that studies and discover ways in which machines should be designed so that they become comfortable and efficient to be used.
A. Ergodesign B. Architecture C. Ergonomics D. Ergocom
- L-1 S 316. Latest processor from Intel is
A. Core2Duo B. Dual core C. i-series D. Cyrix
- L-2 S 317. Among the following, _____ is a file compression utility.
A. Internet explorer B. FTP
C. Winrar D. Disk defragmenter
- L-2 S 318. MIS is
A. Magnetic instruction system B. Management instruction system
C. Magnetic input system D. Management information system
- L-2 S 319. MIDI stands for
A. Magnetic Instruments Digital Interface
B. Magnetic Ink Digital Interface
C. Musical Instruments Interpace
D. Musical Information Digital Interaction
- L-2 S 320. JVM is _____.
A. Java very important machine B. Java virtual machine
C. Jittery virtual machine D. None of the above
- L-2 S 321. Java control panel is usually available in
A. My documents B. My computer C. Control panel
D. All programs E. Desktop
- L-2 S 322. BPR is the abbreviation of _____.
A. Business process restruct B. Big process reengineering
C. Business procedure reinstallation D. Business process reengineering
- L-2 S 323. Mainframe Operating Systems provide the following services.
A. Batch B. Transaction Processing
C. Timesharing D. All of the above
- L-2 S 324. Which of the following is generally used for backups?
A. CD-ROM B. Hard disk
C. 8-mm Helical Scan D. Magnetic tape

- L-2 S 325. A technique used to reduce the number of characters transmitted without losing data.
 A. Transmission B. Zip
 C. Modem compression D. None of the above
- L-2 S 326. If used, this method ensures continued system operation even if a component of the system fails.
 A. Replication B. Quick correction C. Fault tolerance D. None of these
- L-2 S 327. A measure of how well a computer, service, or application can be expanded to meet increasing demands.
 A. Growth potential B. Inceasability
 C. Expandibility D. Scalability
- L-2 S 328. The total time elapsed between submission of command and data to a computer and availability of results.
 A. Throughput B. Access time C. Turnaround time D. Response time
- L-2 S 329. _____ looks like a standard credit card, but instead of a magnetic strip it contains embedded microprocessors and memory.
 A. Debit Card B. Credit Card C. Smart Card D. Identity card
- L-2 S 330. With most terminals, nothing is automatically displayed when a key is pressed. It is entirely up to the software to display the character, if desired. This process is known as
 A. Displaying B. Printing C. Echoing D. Copying
- L-1 S 331. Large databases are analyzed to get some useful information
 A. Data analysis B. System analysis C. Data audit D. Data mining
- L-1 D 332. Prerecorded list of instructions is called a
Ans Program
- L-1 D 333. Cashless payment of amounts using the internet.
Ans Electronic Funds Transfer
- L-1 S 334. A service that manages an Uninterruptible Power Supply (UPS) connected to a computer.
Ans UPS service
- L-1 S 335. Windows Media Server can be used to broadcasting to more than 10 people at the same time.
- L-1 S 336. CAD systems allow the designers to view a product from different perspectives including three-dimensional rotations and various cross sections.
- L-1 S 337. Electronic Data Interchange EDI is the exchange of electronic messages from one organization to another using a network. These data pertains mainly to business.
Ans TRUE
- L-1 T/F 338.OS/2 is a programming language.
 A. TRUE B. FALSE

- L-1 T/F 339. Today, all computers are analog.
A. TRUE B. FALSE
- L-1 T/F 340. Wordprocessors has not replaced typewriters.
A. TRUE B. FALSE
- L-1 T/F 341. My Documents folder cannot be accessed via desktop.
A. TRUE B. FALSE
- L-1 T/F 342. Data stored in smart cards cannot be password protected.
A. TRUE B. FALSE
- L-1 T/F 343. Programs written in high level language are executed by the computer in the form in which it is written.
A. TRUE B. FALSE
- L-1 T/F 344. If you have saved a file and given a name to it, then afterwards if you press “Save” icon on the toolbar, a dialog box will appear.
A. TRUE B. FALSE
- L-2 T/F 345. Winzip utility is used to transfer files from one computer to another.
A. TRUE B. FALSE
- L-1 T/F 346. A gigabyte is 1073741824 bytes.
A. TRUE B. FALSE
- L-1 T/F 347. Data after processing becomes information.
A. TRUE B. FALSE
- L-1 T/F 348. The question mark character “?” represents any single character.
A. TRUE B. FALSE
- L-1 T/F 349. The asterisk character represents any group of one or more characters.
A. TRUE B. FALSE
- L-1 T/F 350. A computer needs both hardware and software for its proper functioning.
A. TRUE B. FALSE
- L-1 T/F 351. If the file is not saved and you close the file, you are asked to save the file.
A. TRUE B. FALSE

Generation of Languages

- L-1 D 352. The third generation languages, or 3GL are high-level languages such as C.
- L-1 D 353. The first generation languages, or 1GL are low-level languages that are machine language.
- L-1 D 354. The second generation languages, or 2GL are also low-level languages that generally consist of assembly languages.
- L-1 D 355. The fifth generation languages, or 5GL are programming languages that contain visual tools to help develop a program. A good example of a fifth generation language is Visual Basic.

L-1 D 356. The fourth generation languages, or 4GL are languages that consist of statements similar to statements in a human language. Fourth generation languages are commonly used in database programming and scripts.

Hard disk

L-2 S 357. The time required to position a movable read-write head over the recording track to be used is called.

- | | |
|---------------------|-----------------------|
| A. Rotational delay | B. Data transfer time |
| C. Seek time | D. Stoppage time |

Hardware

L-1 D 358. Even if the power is switched off, non-volatile devices does not loses its content

L-1 D 359. EPROM

Ans. EPROM The information stored in an EPROM chip can be erased by exposing the chip to strong UV light. EPROM chips are easily recognized by the small quartz window used for erasing. Once erased, the chip can be re-programmed. EPROM is more expensive to buy per unit cost, but can prove cheaper in the long run for some applications.

L-1 D 360. "Tab" key is used to

Ans. Move the cursor directly to next tab stop.

L-1 D 361. What is the difference between RAM and ROM?

Ans. Both are random access but RAM is volatile.

L-1 D 362. An intelligent terminal has an inbuilt processing capability.

L-1 D 363. A group of consecutive sectors written at once in CD-ROM XA are called

Ans CD-ROM Track

L-1 D 364. With portable computers, _____ are more popular than the mouse.

Ans Touchpad

L-1 D 365. The primary task of a CPU is to execute a sequence of stored instructions called a program.

L-1 D 366. CD-Rs look like regular CD-ROMs, except that they are gold colored on top instead of silver colored.

L-1 D 367. If you connect two MIDI keyboards with a cable, the note you play on one keyboard (the master) is mimicked on the other (the slave).

L-2 D 368. Seek operation is

Ans Set the current position to a place from/to which/where data transfer is required.

L-2 D 369. Full form of SCSI is

Ans Small Computer System Interface

L-2 D 370. The concept in which the name of the file or a device should be string or an integer and not depend on the device in any-way

- Ans** Uniform naming
- L-2 D 371. Available disk space that is not allocated to any volume. The type of disk determines the type of volume that can be created on the unallocated space.
- Ans** Unallocated space
- L-1 D 372. EEPROM
- Ans** This has the added advantage that the information stored can be rewritten in blocks and hence can be used to store system settings that the user may want to change periodically. Commonly used to store system settings such as BIOS settings.
- L-1 D 373. This interface is used for connecting microcomputers to peripheral devices such as hard disks and printers, and to other computers and local area networks.
- Ans** SCSI
- L-1 F 374. GDI is _____.
- Ans** Graphics Device Interface
- L-1 F 375. MULTICS is _____.
- Ans** Multiplexed Information and Computing Service
- L-2 F 376. A feature that automatically compresses the data that is being stored on the device. This feature is available on some tape drives.
- Ans** Hardware compression
- L-1 F 377. UPS is _____.
- Ans** Uninterruptible Power Supply (UPS)
- L-1 M 378. Examples of mass storage devices are
A. Disk Drives B. Tapes C. CD-ROM D. All of the above
- L-1 S 379. CMOS is used to hold
A. Operating system B. Date and Time Information
C. Application process D. System startup parameters
- L-1 S 380. Full form of WORM is
A. Write-on-resuable media B. Write-once-read many
C. Write-on-random media D. None of the above
- L-1 S 381. Data can be erased and rewritten on
A. CD-R B. CD-RW C. Both of the above D. None of the above
- L-1 S 382. The physical components of a computer system and its peripherals.
A. Software B. Hardware C. System D. All of the above
- L-1 S 383. _____ are software that has been permanently written onto read only memory.
A. Software B. Firmware C. Fixware D. Hardware
- L-1 S 384. Caches in which all modified blocks are written back to the disk immediately are called _____ caches.
A. Immediate write B. Write-through
C. Immediate writable D. None of the above

- L-1 S 385. It is connected between a computer and a power source to ensure that electrical flow is not interrupted in case of a power failure.
A. Universal power supply B. Uninterruptible power supply
C. Uninterrupted power supply D. Universal power saver
- L-2 S 386. CMOS is
A. Complementary Metal Oxide
B. Complementary Metal Oxide Semiconductor
C. Common Metal Oxide Semiconductor
D. Common Manipulative Optional Semiconductor
- L-2 S 387. The bus used for attaching peripheral devices such as disks and CD-ROMs to the system.
A. PCI B. IDE C. RAM D. None of the above
- L-2 S 388. A type of digital video disc (DVD) decoder that allows a DVD drive to display movies on computer.
A. Coder B. Software decoder
C. Encoder D. Decrypter
- L-2 S 389. _____ interface allows asynchronous transmission of data characters one bit at a time.
A. Parallel port B. Serial port C. USB port D. Printer port
- L-1 S 390. Cordless devices uses
A. Infrared light B. Ultraviolet light C. Both of the above D. Radiowaves
- L-1 S 391. The actual machinery in a computer is called the
A. Hardware B. Software C. Motherboard D. All of the above
- L-1 S 392. _____ can be considered to be the “Heart” of the computer.
A. Central Processing Unit B. Motherboard C. IC D. RAM
- L-3 S 393. A calculated value which is used to reconstruct data after a failure in a Raid-5 volume.
A. Parity B. Checksum C. Log D. None of the above
- L-1 S 394. Which has maximum capacity?
A. Floppy disk B. Zip disk C. Jaz cartridge D. Superdisk
- L-1 S 395. The “Wheel” on the mouse is called
A. Mouse roll B. Roller C. Scroll key D. Wheel
- L-1 S 396. The Physical components of a computer system are called
A. Software B. Mother board C. Hardware D. None of the above
- L-1 S 397. Usually for “Clicking”, there are _____ mouse buttons
A. 5 B. 1 C. 2 D. None of the above
- L-1 S 398. A type of storage devices which does not uses optical disk storage technology.
A. CD B. CD-R C. Tapes D. VCD
- L-1 S 399. Following transmits data from one part of the computer to other.
A. Wires B. PCI cards C. RAM D. Bus

- L-1 S 400. Which is a device that draws pictures on paper based on commands from a computer?
A. Synthesizer B. Monitor C. Plotter D. None of the above
- L-1 S 401. _____ is used to permanently retain large amounts of data for future use.
A. CPU B. Cache
C. Mass storage device D. None of the above
- L-1 S 402. UPS devices use _____ to keep the computer running for a period of time after a power failure has occurred.
A. Electrical connection B. Inverter
C. Batteries D. None of the above
- L-2 S 403. 1,024 megabytes or approximately one billion bytes.
A. Byte B. Megabyte C. Gigabyte (GB) D. Terabyte
- L-3 S 404. When power is turned on, the hardware of the computer sets the program counter to the first address of the _____.
A. System.ini B. Active partition C. Bootstrap loader D. Boot.ini
- L-1 S 405. Which component of the computer executes the instructions?
Ans Central Processing Unit
- L-2 S 406. An interface on the computer that allows asynchronous transmission of data characters one bit at a time.
Ans Communication port
- L-1 T/F 407. A CD stores greater amount of data than a DVD.
A. TRUE B. FALSE
- L-1 T/F 408. Data once written on CD ROMs could be replaced.
A. TRUE B. FALSE
- L-2 T/F 409. SCSI is high speed serial interface.
A. TRUE B. FALSE
- L-1 T/F 410. Full form of DVD is Digital Versatile Disk.
A. TRUE B. FALSE

Hardware and software

- L-2 S 411. A measure of the fault tolerance of a computer and its programe.
Ans Tolerance B. Availability C. Portablility D. Contactability
- L-2 S 412. The statistically average time from the moment that a batch job is submitted until the moment it is completed is called
Ans Response time. B. Performance C. Throughput D. Turnaround time.

History

- L-1 D 413. _____ was the first all-electronic computer.
Ans ENIAC

- L-1 D 414. UNIVAC stands for
Ans Universal Automatic Computer
- L-1 D 415. Fourth Generation Computers
Ans 1980+ (Personal Computers)
- L-1 D 416. Fourth Generation Computer uses
Ans LSI (Large Scale Integrated circuits)
- L-1 D 417. First Generation Operating systems
Ans 1944-55 (Vacuum tubes and plugboards)
- L-1 D 418. First significant Timesharing system
Ans CTSS (Compatible Time Sharing System)
- L-1 D 419. The first true digital computer was designed by
Ans Charles Babage (an English Mathematician)
- L-1 D 420. The first supercomputer was ILLIAC IV made by Burroughs.
- L-1 D 421. In the late 1950s transistors 1/200th the size of a vacuum tube came into use.
- L-1 D 422. UNIVAC was the first computer to handle both numerical and alphabetic information with equal ease.
- L-1 D 423 **Mark I** was programmed by punch cards, weighed 5 tons and could do multiplication operation in about 6 seconds.
- L-1 D 424. The UNIVAC was a vacuum tube computer, and its input was through magnetic tape, storage was magnetic tapes or a magnetic drum.
- L-1 D 425 The first computer to have the Von Neumann Architecture was the Electronic Discrete Variable Automatic Computer, or EDSAC which became operational in 1952.
- L-1 D 426. In a typical Von Neumann system, instructions and data are loaded together in the same memory. The instruction is placed first with data immediately following it.
- L-1 F 427. Personal computers are also known as _____.
Ans Microcomputers
- L-1 F 428. ENIAC stands for _____.
Ans Electronic Numerical Integrator And Computer
- L-1 S 429. A high level programming language named after Ada Augusta.
A. Augusta B. Ada C. Charles D. Darwin
- L-1 S 430. First computer was
A. UNIVAC B. ABACUS C. ENIAC D. None of the above
- L-1 S 431. Which is the operating system for IBM PS/2 computer?
A. CICS/2 B. DB/2 C. OS/2 D. None of the above
- L-1 S 432. The first major computer line to use Small Scale Integrated Circuits (SSIC).
Ans 360 from IBM

Input/Output

- L-1 S 433. In _____, synchronization of hardware and software is achieved to produce electronic tones.
 A. Synthesizer B. Plain Talk C. VoiceType D. MIDI
- L-2 T/F434. Same superdisk drive cannot be used to read and write to 1.44 MB diskettes as well as 120MB super disk.
 A. TRUE B. FALSE

Internet

- L-1 D 435. The address of a website is written on _____ of the internet explorer.
Ans Address bar
- L-1 D 436. AltaVista is a meta -search engine.
- L-1 D 437. _____ are mailing list management system.
Ans Listserv, Majordomo
- L-1 D 438. Companies like Amazon bookstore are examples of virtual shops.
- L-1 D 439. There are two main types of search tools _____ and _____.
Ans Web index and search engine
- L-1 D 440. _____ is a place where contact information about the people is stored
Ans Address book
- L-1 D 441. A _____ is a single unit of information, often called a document that is available via the World Wide Web (WWW).
Ans A webpage
- L-1 D 442. Dynamic content, such as a stock ticker, a weather map, or news, that is usually updated from the World Wide Web or a channel.
Ans Active content
- L-1 D 443. _____ provides a single interface that enables users to search many different search engines, indexes and databases simultaneously.
Ans Meta search engine
- L-2 D 444. _____ is a protocol designed to search, retrieve and display documents from remote sites on the internet.
Ans Gopher
- L-2 D 445. _____ is a protocol, or set of rules, that enables one computer to connect to another computer and this process is referred to as _____.
Ans Telnet, Remote login
- L-2 F 446. Any site or remote computer which is not harmful to this computer in any way and there exist some preset mechanism to determine this.
Ans Trusted site
- L-1 M 447. List some activities that can be done on the internet.
Ans Email B. Web surfing C. Scanning D. File transfer

- L-2 M 448. The major categories for top-level domains are
Ans A. com B. net and gov C. edu and org D. All of the above
- L-1 S 449. The WWW is a brainchild of
 A. Tim Berners Lee B. EF Codd
 C. JCR Licklider D. None of the above
- L-1 S 450. Which of the following is a search engine?
 A. Altavista B. Excite C. Lycos D. All of the above
- L-1 S 451. Which of the following is a characterbased browser?
 A. Mosaic B. Netscape C. Internet Explorer D. Lynx

Internet

- L-1 T/F 452. It is not possible to send formatted documents, photos, sound files, and video files as attachments through email.
 A. TRUE B. FALSE

Internet Explorer

- L-1 S 453. To refresh a window/desktop following key is used
 A. F1 B. F2 C. F3 D. F4
 E. F5

Keyboard

- L-1 D 454. Windows key is used to get start menu.
- L-1 D 455. "*" is known as
Ans Asterisk
- L-1 D 456. Scroll Lock button on the keyboard is used to
Ans To prevent the cursor to change the position if the scroll bars are used to view different pages of a document.
- L-2 D 457. A feature that sets your keyboard to beep when one of the locking keys (CAPS LOCK, NUM LOCK, or SCROLL LOCK) is turned on or off.
Ans Toggle Keys
- L-2 M 458. These are called modifier keys.
 A. Ctrl B. Escape C. Shift D. Alt
- L-1 S 459. "\" is
 A. Backward slash B. Forward slash
 C. Junk character D. Relational operator
- L-1 S 460. "/" is
 A. Backward slash B. Forward slash
 C. Junk character D. Relational operator
- L-2 S 461. _____ enables a user to press a modifier key or windows key and have it remain active until a non-modifier key is pressed.
 A. Important keys B. StickyKeys C. Toggle keys D. None of the above

- L-1 S 462. Usually the key located at top left corner is
A. Esc key. B. Enter key C. Pause key D. F1 key
- L-1 T/F 463. Normally, there are two window keys on a keyboard
A. TRUE B. FALSE
- L-1 T/F 464. The lock keys include Scroll lock, Num lock (which allows the use of the numeric keypad), and Caps lock.
A. TRUE B. FALSE
- L-2 T/F 465. Modifier keys are useful for people who have difficulty in pressing two keys simultaneously.
A. TRUE B. FALSE

Mainframe

- L-2 D 466. An example of mainframe operating system.
Ans OS/390

Memory

- L-2 D 467. Buffering enables the processor to execute another instruction while input or output is taking place rather than being idle while transfer is completed.
- L-2 S 468. An area in memory used to hold input and output records.
A. Cache B. Register C. Buffer D. Stack

Monitor

- L-1 D 469. Clear Type fonts are intended for display on flat screen monitors.

MS-DOS

- L-1 D 470. CLS command in Dos.
Ans Clear the screen
- L-1 D 471. Break command in Dos
Ans Sets or clears extended Ctrl + C checking.
- L-1 D 472. Displays the name of or changes the current directory.
Ans CHDIR
- L-2 D 473. In Dos directory structure, Dot refers to the current directory. Dotdot refers to its parent.

MS-Office

- L-1 S 474. _____ can be used for moving text from one place to another.
A. Cut and paste B. Formatting C. F10 D. Dragging

Multimedia

- L-1 D 475. An image file which contains many images and when viewed, all images run one by one to present an animated effect.
Ans GIF

- L-1 D 476. Draw programs are also called _____.
- Ans** Vector graphics programs
- L-1 D 477. There are two basic forms of computer graphics _____ and _____.
- Ans** Bitmap and Vector graphics
- L-1 D 478. Bitmap images are formed from a matrix of pixels with different colors
- L-1 D 479. What is a Bitmap image?
- Ans** A bitmap is one of many types of file formats for images stored in a computerized form. It carries the extension. BMP. Computers use bits of 1 and 0 to store data. A bitmap is literally a map of bits that form a particular picture when rendered to a display like a computer monitor.
- L-1 D 480. What is a Vector image?
- Ans** Vector graphics is the use of geometrical primitives such as points, lines, curves, and shapes or polygon(s), which are all based on mathematical equations, to represent images in computer graphics.
- L-1 D 481. Vector graphics are a set of objects such as lines, rectangles, ellipses, arcs, or curves called primitives that the program stores as numerical coordinates and mathematical formulas specifying their shape and position in the image.
- L-1 D 482. Multimedia is also used for special effects in movies.
- L-1 D 483. _____ blends two images to create a third.
- Ans** Morphing
- L-1 D 484. A Hypermedia is a network containing several inter-linked information units.
- L-1 D 485. In color management, the purity of a color's hue, moving from gray to the pure color.
- Ans** Saturation
- L-1 D 486. There are two basic types of multimedia presentations _____ and _____.
- Ans** Interactive and non-interactive
- L-1 D 487. In a hypermedia system the mouse cursor is sensitive to link spots, changing its shape when on a link spot.
- L-1 D 488. Multimedia is becoming popular because it is attractive and audio, video, text and graphic are all included.
- L-1 D 489. The offset distance from the start of the previous track so that the head has time to switch from top of platter to bottom of platter and be at the start of the new track.
- L-1 D 490. _____ smooths the edges of the image by altering the contrast and color of its edge pixels, making the contours of the image appear truer and easier to see.
- Ans** Anti-aliasing
- L-1 D 491. Using animation software, one creates beginning and ending frames for an action and after specifying these as key features, the computer uses a process called _____ to create the intermediate frames.
- Ans** Overweening or twining

- L-1 D 492. After 2D or 3D vector graphics are created in a wire frame view the next step is to add a surface to the wire frame to give the image body and solidity and the programs used to do this are called _____.
- Ans** Shades
- L-1 D 493. What is a Digital Sound?
- Ans** Reproduction and transmission of sound stored in a digital format. This includes CD as well as any sound files stored on a computer.
- L-1 D 494. The effect of action and motion in the animated movies or cartoons is created by projecting still pictures, called cells, one after another at a rate of 30 per second or higher.
- L-2 D 495. Bitmap pictures are made from a series of small dots, much like a piece of graph paper with specific squares filled in to form an image. Bitmaps are created with and edited in Image editors such as MS Paint, Adobe Photoshop etc.
- L-2 D 496. What are Multimedia Authoring Tools?
- Ans** Also known as author ware, a program that helps to write hypertext or multimedia applications. They also support a scripting language for more sophisticated applications.
- L-1 D 497. WMF is
- Ans** Windows Meta File
- L-1 D 498. Bitmap pictures are also called paint type or raster images.
- L-1 D 499. Two types of graphics.
- Ans** Vector and raster
- L-1 S 500. EMF file is
- | | |
|-----------------------|-----------------------------|
| A. Expert Meta File | B. Enhanced Meta File |
| C. Enriched Meta File | D. Enhanced Image Meta File |
- L-1 S 501. PNG is
- | | |
|------------------------------|---------------------------------|
| A. Portable Network Graphics | B. Presentable Network Graphics |
| C. Portable Network GIF | D. Portable New Graphics |
- L-1 S 502. Full form of GIF is
- | | |
|--------------------------------|----------------------------------|
| A. Graphics Interchange Format | B. Graphics Interoperable Format |
| C. General Interchange Format | D. None of the above |
- L-1 S 503. Bitmap pictures are often saved with a _____ extension.
- | | | | |
|---------------------|--------|--------|--------|
| A. BMP | B. PNG | C. JPG | D. GIF |
| E. All of the above | | | |
- L-1 S 504. TIFF file is
- | | |
|----------------------------------|----------------------------------|
| A. Transferred Image File Format | B. Tagged Interchangeable Format |
| C. Tagged Image File Format | D. Tagged Image File Function |
- L-1 S 505. JPG is short form for
- | | |
|------------------------------------|--------------------------------------|
| A. Joint Presentable Experts | B. Joint Photo Exchange Group |
| C. Joint Photographic Expert Group | D. Joint Photographic Exchange Group |

- L-1 S 506. File name extension of a bitmap file is
 A. Map B. Bitmap C. Bit D. BMP
- L-1 S 507. _____ contains multiple images which stream to create an animation effect.
 A. JPG B. JPEG C. GIF D. BMP
- L-1 S 508. _____ technology helps games and other programs in using advanced multimedia capabilities of the hardware.
 A. DOT pitch B. Resolution C. Flash D. DirectX
- L-1 S 509. A set of images, pictures or drawing displayed in sequence to give an effect of movement.
 A. Film B. Projection C. Animation D. Play
- L-1 T/F 510. A GIF file may include animation.
 A. TRUE B. FALSE

Networking

- L-2 S 511. A unit for measuring data transmission speed. It is used to describe the capacity of a carrier.
 A. Bit rate B. Band C. Bandwidth D. None of the above

Number System

- L-1 D 512. Adding 1 to the 9's complement produces 10's complement.
- L-2 D 513. If the two carries (carry in and carry out) of the sign bit position are not equal, it means that an _____ has occurred.
Ans Transmission error
- L-1 D 514. 4 in EBCDIC is
Ans 11110100
- L-1 D 515. Octal or hexadecimal code.
Ans This is equivalent translation of the binary code to octal or hexadecimal representations.
- L-1 D 516. What is octal number system?
Ans Octal number system uses digits 0, 1, 2, 3, 4, 5, 6, 7 as part of the number system
- L-1 D 517. The binary equivalent of 15 is 1111
- L-1 D 518. ABCD stands for Add Decimal with Extend
- L-1 D 519. Mantissa is the signed fixed point number
- L-1 D 520. Binary number system is a positional number system
- L-1 D 521. Exponent is the position of the binary or decimal point
- L-1 D 522. The 8 symbols of octal number system are 0, 1, 2, 3, 4, 5, 6, 7
- L-1 D 523. In the decimal number system, there are ten digits 0 to 9.
- L-1 D 524. The binary equivalent of 45 is 101101 and its BCD code is 01000101.

- L-1 D 525. The R's complement is obtained by adding 1 to the (r-1)'s complement.
- L-1 D 526. EBCDIC code uses eight bits for each character and a ninth bit for parity.
- L-1 D 527. A standard single byte character encoding scheme used for text-based data.
Ans American Standard Code for Information Interchange (ASCII)
- L-1 D 528. The 16 symbols of hexadecimal number system are 0, 1, 2, 3, 4, 5, 6, 7, 8, 9, A, B, C, D, E, F.
- L-1 D 529. A number system of base or radix r is the system that uses distinct symbols for r digits.
- L-1 D 530. To perform basic mathematical operations such as addition, subtraction and multiplication.
Ans Arithmetic operators
- L-1 D 531. When converted to binary number, the decimal no. 99 is 1100011, and in BCD it is 1001 1001.
- L-1 D 532. Excess-3 code is formed by adding 4 to the decimal number and then forming the binary coded number.
- L-1 D 533. In the fixed point number representation system, all number are represented as integers or fraction.
- L-1 D 534. The BCD code can be assigned the weights 8421 and for this reason it is sometimes called the 8421 code.
- L-1 D 535. Each octal digit corresponds to three binary digits and each hexadecimal digit corresponds to four binary digits.
- L-1 D 536. A number which has both an integer part and a fractional part, is called a real number or a floating point number.
- L-1 D 537. ASCII-8 code is the new version of ASCII. It is a 8 bit code. With 8 bits, the code capacity is extended to 256 characters.
- L-1 D 538. The BCD is the simplest binary code that is used to represent a decimal number. In the BCD code, 4 bits represent a decimal number.
- L-1 D 539. The number system in which the weight of each digit depends on its relative position within the numbers is called the _____.
Ans Positional number system
- L-1 D 540. The number of bits needed to store a decimal number in a binary code is greater than the number of bits needed for its equivalent binary representation.
- L-1 D 541. Computer circuitry and media possess binary characteristics. So, this is the reason behind the use of binary number system for data representations in computers.
- L-1 D 542. To determine the quantity that the number represents, it is necessary to multiply each digit by an integer power of r and then form the sum of all weighted digits
- L-2 D 543. What is the significance of 2' complement in binary arithmetic?
Ans Subtraction can be performed using addition.
- L-2 D 544. A gigaflop is one billion floating point arithmetic operations per second.

- L-2 D 545. In ASCII, the first 3 bits are zone bits and the remaining 4 bits represent digit values.
- L-2 D 546. The 1's complement of a binary number is formed by changing 1's into 0's and 0's into 1's.
- L-2 D 547. The decimal digits in ASCII can be converted to BCD by removing the three high order bits 011.
- L-2 D 548. A floating point number is said to be normalized if the most significant digit of the mantissa is non-zero.
- L-2 D 549. In ASCII-8 and EBCDIC, the first 4 bits are known as zone bits and the remaining 4 bits represent digit values.
- L-2 D 550. The number n can be expressed as $n = mr^e$ where m is the mantissa, r is the radix of the number system and e is the exponent.
- L-2 D 551. To obtain the 10's complement of a BCD number, we first take the 9's complement and then add one to the least significant digit.
- L-2 D 552. When subtracting with complements, the negative answer is recognized by the absence of the end carry and the complemented result.
- L-2 D 553. The $r-1$'s complement of an octal or hexadecimal number is obtained by subtracting each digit from 7 or F (decimal 15) respectively.
- L-2 D 554. In computers, data is represented by either the presence or absence of electronic or magnetic signals in its circuitry or the media it uses.
- L-2 D 555. A boolean function whose terms contain all variables or their complements. This is unreduced form of the boolean function in minterm or maxterm form.
- Ans** Canonical form
- L-2 D 556. The binary numbers in the signed-2's complement system are added and subtracted by the same basic addition and subtraction rules as unsigned numbers.
- L-2 D 557. The 10's complement of 246700 is 753300 and is obtained by leaving the two zeros unchanged, subtracting 7 from 10 and subtracting the other three digits from 9.
- L-2 D 558. To convert a binary number to its decimal equivalent, the following expression is used — the weight of n th bit of a number from the right hand side = $n^{\text{th}} \text{ bit} \times 2^{n-1}$
- L-2 D 559. When all the bits of the computer word are used to represent the number and no bit is used for sign representations, it is called unsigned representation of numbers.
- L-2 D 560. The 2's complement can be formed by leaving all least significant 0's and first 1 unchanged and then replacing 1's by 0's and 0's by 1's in all other. Higher significant bits.
- L-2 D 561. Unicode: A character encoding standard developed by the Unicode Consortium. By using more than one byte to represent each character, Unicode enables almost all of the written languages in the world to be represented by using a single character set.
- Ans** Unicode

- L-2 D 562. In the fixed point number representation system, all numbers are represented as integers or fractions. Signed integer or BCD numbers are referred to as fixed point numbers because they contain no information regarding the location of the decimal point.
- L-2 D 563. The conversion of a decimal integer into a base r representation is done by successive divisions by r and accumulation of the remainders. The conversion of a decimal fraction to radix r representation is accomplished by successive multiplications by r and accumulation of remainders.
- L-3 D 564. Comparing the binary coded octal and hexadecimal numbers with their binary number equivalent, it can easily be seen that the bit combination in all the three representations is exactly the same.
- L-1 D 565. The binary symbol 0 or 1 is known as a
Ans Bit
- L-2 D 566. A system for representing numerical values. The radix point can be placed anywhere relative to the significant digits of the number. This position is indicated separately in the internal representation. Floating point representation can represent higher range of values.
- L-1 D 567. In binary numbers, the leftmost bit in a number represents the sign.
- L-1 F 568. EBCDIC stands for
Ans Extended BCD Interchange Code
- L-1 F 569. A character encoding standard that represents almost all the written languages of the world.
Ans Unicode
- L-2 F 570. A block code in which a weight has been assigned to each of the symbol positions in a codeword.
Ans Weighted code
- L-3 F 571. Changes by only one bit as it sequences from one number to the next. In other words, the change from any number to the next in the sequence is recognized by a change of only one bit from 0 to 1 or from 1 to 0. This type of code is called —.
Ans Gray code
- L-1 M 572. The binary system has only these symbols.
 A. 1 B. 3 C. 0 D. 2
- L-1 M 573. There are two types of complements for each base r system.
 A. r 's complement B. $(r-2)$'s complement
 C. $(r-1)$'s complement D. $(r+2)$'s complement
- L-1 M 574. Binary number system uses only two digits _____ and _____.
 A. 1 B. 10 C. 2 D. 0
- L-1 M 575. ASCII uses _____ or _____ number combinations to represent characters. So, 128 or 256 possible characters can be represented.
 A. 7 B. 5 C. 9 D. 8

- L-1 M 576. The number of digits a number system uses to represent the numbers in the system is called the _____ or _____.
 A. Base B. Basis C. Radix D. All of the above
- L-1 S 577. ASCII
 A. Australian Standard Code for Information Interchange
 B. American Standard Code for Information Interchange
 C. All India Standard Code for Information Interchange
 D. None of the above
- L-1 S 578. D in ASCII is
 A. 01100100 B. 01000100 C. 10100100 D. 010100100
- L-1 S 579. K in EBCDIC is
 A. 110110010 B. 11010010 C. 1010010 D. 010100110
- L-1 S 580. The binary equivalent of 20 is
 A. 11111 B. 10100 C. 10101 D. 10011
- L-1 S 581. Binary equivalent of octal 6 is
 A. 011 B. 110 C. 101 D. 111
- L-1 S 582. The addition of binary 0 and 1 is
 A. 0 B. 1 C. 10 D. 01
- L-1 S 583. The addition of binary 1 and 1 is
 A. 1 B. 10 C. 01 D. 0
- L-1 S 584. Kilo byte in binary number system is
 A. 1000 bits B. 1024 bits C. 1001 bits D. None of the above
- L-1 S 585. The base of the binary number system is
 A. 1 B. 2 C. 8 D. None of the above
- L-1 S 586. The radix of the binary number system is
 A. 0 B. 2 C. 2 D. 8
- L-1 S 587. The base of the decimal number system is
 A. 2 B. 10 C. 1 D. 100
- L-1 S 588. The radix of the decimal number system is
 A. 2 B. 10 C. 16 D. 8
- L-1 S 589. The absolute value of a number is the number
 A. With its sign B. Without its sign
 C. Value of the number D. None of the above
- L-1 S 590. The base of the octal number system is _____
 A. 1 B. 2 C. 8 D. 9
- L-1 S 591. In machine language, information is represented as _____ and _____
 A. 0's and 2's B. 0's and 1's C. 1's and 2's D. 2's and 10's

- L-1 S 592. With EBCDIC, each eight bit byte is divided into 2 portions - zone portions, and the _____.
- A. Host portion B. Digit portion C. Sub-zone portion D. None of the above
- L-1 S 593. The _____ of a number system is defined as the number of digits it uses to represent the numbers in the system.
- A. Radix B. Base C. Mantissa D. Floating point
- L-2 S 594. Tera
- A. 100000000000 B. 1000000000000 C. 1000000000 D. None of the above
- L-2 S 595. The 10's complement of the decimal 2389 is
- A. 7610 B. 7611 C. 7612 D. 7610
- L-1 S 596. K in ASCII is
- A. 1001011 B. 11010010 C. 1010010 D. 010100110
- L-1 S 597. A byte consists of _____.
- A. 8 Bits B. 7 Bits C. 5 Bits D. 10 Bits
- L-1 S 598. The addition of binary 1 and 0 is
- A. 1 B. 10 C. 01 D. 0
- L-1 S 599. Decimal equivalent of hexadecimal A is
- A. 10 B. 11 C. 9 D. 16
- L-1 S 600. Conversion of decimal 41.6875 into binary.
- A. 101001.1011 B. 101101.1011 C. 110101.1001 D. 101001.1101
- L-1 S 601. A single character is represented in binary form as a
- A. Byte B. Bit C. Octal D. Decimal
- L-1 S 602. The _____ of a number system is defined as the number of digits it uses to represent the numbers in the system.
- A. Radix B. Members C. Mantissa D. Significance
- L-1 S 603. Full form of BCD is
- A. Bit and Coded Decimal B. Bit and Corrected Decimal
C. Binary Coded Decimal D. Best Coded Decimal
- L-1 S 604. 4 in ASCII is
- A. 101010100 B. 100010100 C. 0101100 D. 00110100
- L-1 S 605. D in EBCDIC is
- A. 01100100 B. 01000100 C. 11000100 D. 010100100
- L-1 S 606. Binary number system
- A. Comprises of any two digit B. Comprises of 9 and 1
C. Comprises of 1 and 2 D. Comprises of 1 and 0
- L-1 S 607. 9's complement of 546700 is
- A. 453200 B. 453290 C. 453299 D. None of the above

- L-1 S 608. BCD stands for _____
A. Binary Calculated Decimal B. Bit Coded Decimal
C. Binary Coded Decimal D. None of the above
- L-1 S 609. Kilo in binary number system is
A. 1000 B. 1525 C. 1625 D. 1024
- L-1 S 610. Binary no. 1010011 in decimal is
A. 80 B. 81 C. 83 D. 91
- L-1 S 611. The hexadecimal equivalent of 15 is
A. F B. D C. E D. G
- L-1 S 612. The radix of the octal number system is
A. 16 B. 2 C. 8 D. 10
- L-1 S 613. The binary number system uses the radix
A. 0 B. 1 C. 2 D. None of the above
- L-1 S 614. The decimal number system is also known as
A. Real number system B. Floating point number system
C. Base-10 number system D. None of the above
- L-1 S 615. In BCD, _____ bits represents a decimal number
A. 2 B. 3 C. 4 D. 6
- L-1 S 616. Hexadecimal number system uses _____ as the base or radix.
A. 10 B. 5 C. 8 D. 16
- L-1 S 617. The decimal equivalent of binary number 111111 is _____
A. 25 B. 40 C. 63 D. None of the above
- L-1 S 618. We use _____ number system for our day-to-day activities.
A. Binary B. Hexo-decimal C. Decimal D. Octal
- L-1 S 619. It refers to the base-8 number system which uses just eight unique symbols.
A. Hexadecimal number system B. Binary number system
C. Octal number system D. Decimal number system
- L-1 S 620. The total no. of digits symbols available to represent numbers in a positional number system.
A. Exponent B. Significant digit C. Mantissa D. Base
- L-1 S 621. The 9's complement of a decimal number is obtained by subtracting each digit from _____.
A. 1 B. 10 C. 9 D. None of the above
- L-1 S 622. Complements are used for simplifying the _____ operation and for logical manipulation.
A. Multiplication B. Addition C. Subtraction D. Division
- L-2 S 623. The 2's complement of binary 101100 is 010100.
A. 010100 B. N C. Y D. None of the above

- L-1 S 624. A Binary Digit is called a
Ans Bit
- L-1 S 625. To show the equality between decimal and binary forty-five, we will write $(101101)_2 = (45)_{10}$.
Ans TRUE
- L-2 S 626. 14 is represented in signed magnitude representation as
Ans 00001110
- L-2 S 627. -14 is represented in signed-1's complement representation as
Ans 11110001
- L-2 S 628. -14 is represented in signed-2's complement representation as
Ans 11110010
- L-1 T/F 629. The radix of the hexadecimal number system is 8.
A. TRUE B. FALSE
- L-1 T/F 630. Leftmost bit equal to 0 represent a negative number and 1 represents a positive number.
A. TRUE B. FALSE
- L-2 T/F 631. The 1's complement of a binary number is obtained by subtracting each digit from 2.
A. TRUE B. FALSE
- Number System**
- L-1 T/F 632. With 7 bits, upto 128 characters can be coded.
A. TRUE B. FALSE
- L-1 T/F 633. Binary no. 1 in decimal is 1.
A. TRUE B. FALSE
- L-1 T/F 634. A basic grouping of bits that the computer operates on as a single unit is byte.
A. TRUE B. FALSE
- L-1 T/F 635. A characteristic or property involving a selection in which there are two possibilities.
A. TRUE B. FALSE
- L-1 T/F 636. Adding a number to the 2's complement of another number is equivalent to subtracting the second number from the first.
A. TRUE B. FALSE
- L-2 T/F 637. In binary subtraction, if a larger number is subtracted from a smaller number, the result obtained will be the 2's complement.
A. TRUE B. FALSE
- L-1 T/F 638. The complement of a complement could not produce the original number.
A. TRUE B. FALSE
- L-1 T/F 639. The decimal equivalent of binary number 10100 is _____.
Ans 20

L-2 T/F 640. The 2's complement of a binary number is obtained by adding 1 to the 1's complement.

Printers

L-1 D 641. A ribbon is used to print characters on a page.

Ans Inkjet printer

Security

L-3 D 642. In Windows, Ctrl+Alt+Del is used to

A. Logon on to a system, this specific key combination is used to ensure that any trojan could not be executed. This key combination is already assigned to the appearance of task manager. If some trojan program is presenting the logon screen, task manager would open.

L-1 F 643. The issues of protecting data from unauthorized use, tampering or destruction is called _____.

Ans Security

L-2 F 644. A _____ is a person who is an expert in computers and test any software, protocol etc. to its limit to find out any weakness in them to be exploited.

Ans Hacker

L-2 S 645. If there are failed logon attempts within a specified amount of time, windows security does the following.

- A. Delete the account B. Account lockout
C. Restart the system D. None of the above

L-1 S 646 If a user forget his/her password, _____ help to regain access to his/her account.

- A. Password resetting B. Password recovery
C. Forgot Password D. All of the above

L-1 S 647 One should regularly _____ the antivirus to keep the system ready against infections.

- A. Reinstall B. Change C. Remove D. Update

L-1 S 648 Copying files and placing it at some other location so that in case of system failure, copy of important files is available for use.

- A. Xcopy B. File copy C. Backup D. Format

L-2 S 649. Dr. Watson (Drwtsn32.exe) is installed in _____ folder when you set up windows.

- A. Temp B. Program files C. System folder D. None of the above

L-3 S 650. A Certification issuing authority

- A. Microsoft B. Mastercard C. Verisign D. Digisign

Software

L-1 S 651. Program and data is called

- A. Hardware B. Database C. Software D. Computer

- L-3 S 652. _____ is a speech recognition system.
- | | |
|-------------------|---------------------|
| A. IBM VoiceType | B. Apple PlainTalk |
| C. Dragon Dictate | D. All of the above |

Spreadsheet

- L-1 S 653. Which of the following is a spreadsheet package?
- A. MS-Excel B. MS-Word C. MS-Powerpoint D. None of the above

Types

- L-1 D 654. In the context of networking, RJE is
Ans Remote Job Entry
- L-1 D 655. Subnotebooks
Ans A portable computer that is slightly lighter and smaller than a full-sized notebook computer. Typically, subnotebook computers have a smaller keyboard and screen, but are otherwise equivalent to notebook computers.
- L-1 D 656. Palmtop computers
Ans A small computer that literally fits in the user's palm. Palmtops have limited functionality, but they are suited for certain functions such as phone books and calendars. Palmtops that use a pen rather than a keyboard for input are often called handheld computers or PDAs.
- L-1 D 657. Embedded computers
Ans Such as smart card which have a computer chip installed in it.
- L-1 D 658. In the context of networking, RJT is
Ans RJT
- L-1 D 659. What is the specialty of ENIAC?
Ans The ENIAC was a modular computer, composed of individual panels to perform different functions. Twenty of these modules were accumulators, which could not only add and subtract but hold a ten-digit decimal number in memory. Besides its speed, the most remarkable thing about ENIAC was its size and complexity. ENIAC contained 17,468 vacuum tubes, 7,200 crystal diodes, 1,500 relays, 70,000 resistors, 10,000 capacitors and around 5 million hand-soldered joints. It weighed 30 short tons (27 t). ENIAC used ten-position ring counters to store digits; each digit used 36 vacuum tubes, 10 of which were the dual triodes making up the flip-flops of the ring counter.
- L-2 D 660. Power supercomputers use _____ technology?
Ans Nano
- L-2 D 661. Difference between a minicomputer and a microcomputer?
Ans Microcomputers are personal or desktop computer designed for general use by a single person. Minicomputer are mid-range servers supporting smaller number of simultaneous users, typically 50 to 100.

- L-2 D 662. A point-of-sale (POS) terminal is a computerized replacement for a cash register. The POS system can include the ability to record and track customer orders, process credit and debit cards, connect to other systems in a network, and manage inventory. A POS terminal has as its core a personal computer, which is provided with application-specific programs and I/O devices for the particular environment in which it will serve.
- L-1 S 663. _____ is smallest among digital computers.
 - A. Microcomputer
 - B. Minicomputer
 - C. Supercomputer
 - D. Mainframe

Types of Computers

- L-1 D 664. _____ can be considered to be scale down version of mainframe computers.

Ans Minicomputers
- L-1 D 665. A Mainframe is
 - Ans** Mainframes (often colloquially referred to as Big Iron[1]) are computers used mainly by large organizations for critical applications, typically bulk data processing such as census, industry and consumer statistics, ERP, and financial transaction processing.
- L-1 D 666. A Minicomputer is
 - Ans** A minicomputer is a class of multi-user computers that lies in the middle range of the computing spectrum, in between the largest multi-user systems (mainframe computers) and the smallest single-user systems (microcomputers or personal computers).
- L-1 D 667. What is a mainframe?
 - Ans** Large computers for processing bulky data requiring enormous storage and fast processing.
- L-1 D 668. A Personal Computer is
 - Ans** A microcomputer
- L-1 D 669. IBM Thinkpad is a supercomputer.
- L-1 D 670. The more powerful workstations are called supermicros.
- L-1 D 671. The most popular microcomputer operating system is MVS.
- L-1 D 672. A mainframe can support more than 1000 remote terminals.
- L-1 D 673. A workstation falls between minicomputers and microcomputers in terms of processing power.
- L-1 D 674. Supercomputers can operate at speeds one thousand to one million times as fast as microcomputers.
- L-1 D 675. A relatively fast but small and inexpensive computer with somewhat limited input/output capabilities.

Ans Minicomputer

- L-1 D 676. A supercomputer is a computer which performs at a rate of speed which is far above that of other computers.
- L-1 D 677. Supercomputers can perform at upto 128 gigaflops. They use bus width of 32 or 64 bits. Even faster are being developed.
- L-1 D 678. A typical microcomputer consists of a processor on a single silicon chip mounted on a circuit board together with memory chips, ROM and RAM chips etc.
- L-1 D 679. In large scale computing, the processing task of multiple users is performed on a single computer which is centralised and is a mainframe or a minicomputer.
- L-1 D 680. What distinguishes supercomputers from ordinary computers is their high degree of parallelism means the ability to perform a large number of operations simultaneously.
- L-1 D 681. Supercomputers can process 64 bits or more at a time. Their processing speed ranges from 10000 million instructions per second to 1.2 billion instructions per second. They can support up to 10000 terminals at a time
- L-2 D 682. The main distinguishing factor between Mainframes and Personal Computers.
Ans High I/O Capacity of Mainframes
- L-2 D 683. Microcomputers using 8 bit word length use 7 bits to represent the basic code. The 8th bit is used for parity or it may be permanently 1 or 0
- L-1 D 684. A minicomputer system consists of a CPU several disk drives, a high speed printer perhaps a few magnetic tape units and a number of terminals.
- L-1 F 685. Systems connected to large computers. These systems do not have their own processing power.
Ans Dumb terminals
- L-1 S 686. Which of these is more powerful?
A. Personal Computer B. Workstation
- L-1 S 687. A terminal that has no local processing capability.
A. Dedicated machine B. Dumb terminal
C. Client D. None of the above
- L-1 S 688. A small comparatively inexpensive computer used by individuals for applications such as accounting, entertainment, education and hobbies.
A. Minicomputer B. Personal computer
C. Both of the above D. None of the above
- L-2 S 689. RISC is
A. Reduced Interval Set Computing B. Reduced Instruction Set Computing
C. Rerun Instruction Set Compiler D. None of the above
- L-1 S 690. Which type of computer could support more users?
A. Mainframe B. Minicomputer
- L-1 S 691. A computer that operates on data which is in the form of continuously variable physical quantities such as electrical current.
A. Analog computer B. Dedicated computer
C. Digital computer D. Microcomputer

- L-2 S 692. The Operating System for mainframes have to deal mainly with
 A. Processing many jobs at once B. Processing realtime jobs
 C. Processing printing D. All of the above
- L-1 S 693. IBM S/390 is a
 A. Microcomputer B. Laptop
 C. Mainframe D. Supercomputer
- L-1 S 694. Which among these is the fastest computer?
 A. Personal Computer B. Workstation
 C. Minicomputer D. Mainframe E. Supercomputer
- L-1 S 695. The first large-scale computer ever developed is
 A. IBM 701 B. Mark II C. EDIVAC D. ENIAC
- L-1 S 696. Workstations generally run on _____operating system.
 A. Dos B. Windows C. Both of the above D. Unix
- L-1 S 697. The smallest category of computer fabricated using a microprocessor, and other integrated circuits, namely a ROM, RAM, and I/O interface chips.
 A. Minicomputer B. Workstations C. Microcomputer D. Dumb terminal
- L-2 S 698. MVS stands for
 A. Many Very-Large System B. Multi-value System
 C. Multiple Virtual Storage D. None of the above
- L-2 S 699. CISC stands for _____.
 A. Common Instruction Set Computer
 B. Complex Instruction Solving Computer
 C. Complete Instruction Set Computer
 D. Complex Instruction Set Computer
- L-1 S 700. A Workstation is
Ans A workstation is a high-end microcomputer designed for technical or scientific applications. Intended primarily to be used by one person at a time, they are commonly connected to a local area network and run multi-user operating systems. The term workstation has also been used to refer to a mainframe computer terminal or a PC connected to a network.
- L-1 S 701. Workstations have RISC architecture (Reduced Instruction Set Computing) which results in faster processing of instructions.
- L-1 T/F 702. A laptop CPU can be put to sleep in software, reducing power usage to almost zero.
 A. TRUE B. FALSE

Unix

- L-1 D 703. In the X Window System, middle-clicking by default pastes the contents of the primary buffer at the pointer's position.

Windows

- L-1 D 704. The use of “Pause Break” key is
Ans To pause a slide show
- L-1 D 705. In Windows, directory system is
Ans Hierarchical
- L-1 D 706. An option you can turn on or off by selecting or clearing it. You can have more than one check box checked on a sheet at a time.
Ans Check box
- L-1 D 707. Keyboard shortcut to open My Computer.
Ans Win key + E
- L-1 D 708. Keyboard shortcut to minimize all windows.
Ans Win key + M
- L-1 D 709. Open the run dialog box.
Ans Win key + R
- L-1 D 710. Display the System properties dialog box
Ans Win key + BREAK
- L-1 D 711. Two keys on which windows mono is printed are called
Ans Win key
- L-1 D 712. The question mark (?) represents a single character and asterisk (*) represents one or more characters.
Ans Wildcard character
- L-1 D 713. Keyboard shortcut for bold text is
Ans Ctrl + B
- L-1 D 714. Alt + F4 is used to
Ans Close an active item, or quit the active program.
- L-1 D 715. Alt + Enter is used to
Ans Displays properties of the selected item.
- L-1 D 716. Alt + Tab is used to
Ans Switch to the next window.
- L-1 D 717. Esc key is.
Ans Escape key
- L-1 D 718. Keyboard shortcut to print a file.
Ans Ctrl + P
- L-1 D 719. Undo an action.
Ans Ctrl + Z
- L-1 D 720. Alt + Shift + Tab is used to
Ans Switch to the previous window

- L-1 D 721. There are also keys on the keyboard which could be used to play songs directly.
- L-1 D 722. Use up and down arrow keys to increase or decrease volume in Windows media player.
- L-1 D 723. Keyboard shortcut to switch between open items.
Ans Alt + Tab
- L-1 D 724. In Windows Me, Me stands for
Ans Millennium
- L-1 D 725. Keyboard shortcut to move backward through options.
Ans Shift + Tab
- L-1 D 726. Command prompt is available in
Ans Accessories
- L-1 D 727. Alt + Underlined letter in a menu name.
Ans Displays the corresponding menu
- L-1 D 728. By hitting the “Print Screen” button
Ans Screen is captured
- L-1 D 729. Display the top of the active window.
Ans Home
- L-1 D 730. In MS-Word, increase the font size Ctrl + Shift + < is used.
- L-1 D 731. Hold down the Ctrl key while dragging the selected item to
Ans Copy selected item
- L-1 D 732. The default place where date appears is
Ans Right side of the Taskbar
- L-1 D 733. The most common use of “Ctrl” key is in
Ans Shortcut commands
- L-1 D 734. Some Font types are TrueType, Screen or Printer.
- L-1 D 735. Recently accessed document are listed in
Ans Documents menu
- L-1 D 736. Checks a disk and displays a status report.
Ans CHKDSK
- L-1 D 737. Display the contents of the selected folder.
Ans Num lock + Plus sign on numeric keypad.
- L-1 D 738. To get help and other information about windows.
Ans Help and Support
- L-1 D 739. Display all subfolders under the selected folder.
Ans Num Lock + Asterisk on numeric keypad
- L-1 D 740. Underlined letter in a command name on an open menu.
Ans Carry out the corresponding command

- L-1 D 741. What is the advantage of graphical user interface?
Ans Easy to use, quick to understand. Categorized tasks.
- L-1 D 742. On resume password protect in Screensaver tab is for
Ans If a user go away from her system and later after the screensaver is initialized, someone else come to use it, he/she cannot use the system if not authorized.
- L-1 D 743. Migrates files and settings from one computer to another.
Ans Files and settings transfer wizard
- L-1 D 744. Starts a separate window to run specified program or command.
Ans Start menu
- L-1 D 745. View the folder one level up in My Computer or windows explorer.
Ans BACKSPACE
- L-1 D 746. Document properties are details about a file that help identify it.
- L-1 D 747. To configure older programs to run on XP we could take the help of
Ans Program Compatibility Wizard
- L-1 D 748. Associated with a performance parameter, available in system monitor.
Ans Performance counter
- L-1 D 749. The programs mentioned in _____ are executed as per the settings and time and date specified.
Ans Scheduled Tasks
- L-1 D 750. Group box — Groups related controls, such as option buttons or check boxes.
- L-1 D 751. Plays digital media including music, videos, CDs, DVDs and internet radio.
Ans Windows Media Player
- L-1 D 752. To work in another user account, we have to first _____ from the current user.
Ans Log-off
- L-1 D 753. The act of minimizing a window and placing it in the lower right corner of the screen.
Ans DOCK
- L-1 D 754. Properties of any document can be viewed by selecting the document in Windows Explorer.
- L-1 D 755. A portion of the screen where programs are run. Several windows can be opened at the same time.
Ans Window
- L-1 D 756. To move an item on the screen, select the item and then press and hold down the mouse button and move the mouse.
Ans Dragging
- L-1 D 757. The comprehensive information resource for evaluating, implementing, and supporting Microsoft business products.
Ans Microsoft Tech Net

- L-1 D 758. Choosing ClearType for your screen fonts makes the words on your computer screen look as smooth as the words on a page.
- L-1 D 759. A tooltip is a small, boxed text message that pops up when a mouse cursor hovers over a toolbar icon in a software program.
- L-1 D 760. A secondary window that contains buttons and various kinds of options through which you can carry out a particular command or task.
Ans Dialog box
- L-1 D 761. A gradual progression of colors and shades, usually from one color to another color, or from one shade to another shade of the same color.
Ans Gradient
- L-1 D 762. If you use the same name as the original file, the original is overwritten. When you see a message asking whether you want to replace the existing file if you click Ok, the original file is replaced by the current file.
- L-1 D 763. A menu displays a list of commands. Some of these menu options have images with them so that mostly used commands and their options could be easily remembered.
Ans About menus and toolbars
- L-1 D 764. A file that is stored inside My Briefcase and not linked to any file outside My Briefcase. When you update files, the orphan file is not synchronized with any other file.
Ans Orphan file
- L-1 D 765. A TV could be used as a monitor of a computer system.
- L-1 D 766. Controls are graphic objects that appear on a form to display or enter data or, perform an action. For e.g., text boxes, list boxes, option buttons, command “buttons, and others.
- L-1 D 767. Scroll bar — A control that scrolls through a range of values when a user clicks the scroll arrows or drag the scroll box. A user can move through a page of values by clicking between the scroll box and a scroll arrow.
- L-2 D 768. Character map
Ans Selects special characters and copies them to your document.
- L-2 D 769. Press Shift 5 times to
Ans Switch sticky keys on and off
- L-2 D 770. Computers in “Stand by” mode means
Ans A sleep mode in a portable computer that provides an almost immediate resumption of operation when turned back on. In standby mode, the hard disk and display are turned off, and the CPU is throttled down to its lowest-power state. However, memory is kept active, which requires battery power, but at a very slow rate. The system will typically switch to hibernation mode when it senses insufficient battery capacity to continue in standby mode.

- L-2 D 771. Compressing and password protecting the compressed file.
Ans Use winzip software
- L-2 D 772. Shortcut to Cycle through items in a window or on the desktop.
Ans F6
- L-2 D 773. Vector fonts are rendered from a mathematical model.
- L-2 D 774. Updates installed on the internet explorer can be seen in
Ans About Internet explorer message box
- L-2 D 775. Shared folders on the local network can be accessed through.
Ans Network place
- L-2 D 776. To change users without logging off in a workgroup environment.
Ans Click Start, click Log off and then click Switch User.
- L-2 D 777. Screen review utilities — Accessibility aids for people who are blind or have learning disabilities.
- L-2 D 778. TrueType and OpenType fonts are outline fonts. These type of fonts are rendered from line and curve commands.
- L-2 D 779. This dialog box requires no response from the user. It is between the client computer and an intermediary device.
Ans Static dialog box
- L-2 D 780. Open Type and True Type fonts can both be scaled and rotated. Both look good in all sizes and on all output devices supported by windows.
- L-2 D 781. A Windows feature that produces a visual cue, such as a screen flash or a blinking title bar, whenever the computer plays a system sound.
Ans Sound Sentry
- L-2 D 782. The frequency in which the Resource Monitor checks that the resource is available and operating. There are two levels of polling: Looks Alive and Is Alive.
Ans Polling intervals
- L-2 D 783. Before a program can draw in a window, it needs to acquire a _____ which is an internal data structure containing the properties of the window.
Ans Device context
- L-2 D 784. In the state of hibernation, computer shuts down after saving everything that is present in the memory at that time to the hard disk. When the computer is brought out of hibernation, all the programs and documents that were open are restored to the desktop.
Ans Hibernation
- L-3 D 785. Fast searching runs in the background and extracts information from files. This information is organized so that subsequent searching is quick.
- L-1 F 786. Reverses the latest changes done on a document.
Ans Undo

- L-1 F 787. Using Windows, Xp _____ searches on all types of objects can be done.
Ans Search Companion
- L-1 F 788. A file that is stored inside My Briefcase and not linked to any file outside.
Ans Orphan file
- L-1 F 789. The height of the page is greater than the width. In Landscape orientation, the width of the page is greater than the height.
Ans Portrait orientation
- L-2 F 790. The program which runs in the active window is called a _____.
Ans Foreground program
- L-1 M 791. Personal computers Operating Systems
A. Windows 98 B. Windows 2000 C. Macintosh OS D. All of the above
- L-1 M 792. In Windows XP, 3 positions of a desktop wallpaper are
A. Stretch B. Tile C. Rotate D. Center
- L-2 M 793. File compression utilities.
A. Winzip B. WinRAR C. Pkzip D. comMaster
- L-2 M 794. A _____ typically states who sent the document to the printer and gives the state and time of printing.
A. Separator page B. Banner page C. Status page D. Descriptor
- L-1 M 795. Open the selected menu, or perform the action assigned to the selected button.
A. Spacebar B. Ctrl C. Enter D. Backspace
- L-1 M 796. Display or hide the start menu.
A. Ctrl + Esc B. Win key C. Both of the above D. None of the above
- L-1 S 797. Show the desktop.
A. Winkey + S B. Winkey + D C. Alt + D D. Ctrl + Esc
- L-1 S 798. Paper size legal is.
A. 8.5 × 11inches B. 8.5 × 14inches C. 9 × 14inches D. 8.5 × 13.5inches
- L-1 S 799. Games are located in _____ group.
A. Accessories B. Programs C. Startup D. Entertainment
- L-1 S 800. Keyboard shortcut to display the Start menu.
A. Ctrl + F10 B. Ctrl + Esc C. F10 D. F1
- L-1 S 801. Repeat your last action
A. Ctrl + Z B. Ctrl + Y C. Ctrl + A D. Ctrl + Home
- L-1 S 802. Search for a file or folder.
A. F5 B. F3 C. F2 D. Ctrl + S
- L-1 S 803. Checks or clears a check box.
A. Ctrl B. Spacebar C. Backspace D. Win key
- L-1 S 804. In Windows, shortcut for search.
A. F1 B. F3 C. Search D. Win key

- L-1 S 805. Cancel a menu or dialog box action.
A. Ctrl B. ESC C. Alt D. None of the above
- L-1 S 806. A box that contains a list of items.
A. Item box B. List box C. Combo box D. Serial box
- L-1 S 807. Cancel a command and close a dialog box.
A. Ctrl B. Esc C. Alt D. Shift
- L-1 S 808. A control that embeds a picture into a form.
A. Embedder B. Image control C. View control D. Photo bucket
- L-1 S 809. Press _____ to make the menu bar active.
A. F1 B. F10 C. F5 D. Ctrl + O
- L-1 S 810. _____ is a box in which text could be typed.
A. Label B. Text Box C. Check Box D. Type Box
- L-1 S 811. A button that initiates an action when it is clicked.
A. Button B. Command button C. Label D. Hyperlink
- L-1 S 812. Path of a file from the root of directory to the file.
A. Relative path name B. Absolute path name
C. Real path name D. None of the above
- L-1 S 813. In graphical user interface, a group of buttons or icons.
A. Icon group B. Toolbar C. Menubar D. System Tray
- L-1 S 814. To view files and folders on a computer _____ is used.
A. Internet explorer B. Windows explorer
C. Control panel D. Search option
- L-1 S 815. Text that provides information about a control or the worksheet or form.
A. Text box B. Label C. Combo box D. List box
- L-1 S 816. _____ files are the most common file format for Windows sounds.
A. mpeg B. wmv C. .sou D. .mp4
- L-1 S 817. A control in which item that is selected in the list box appears in the text box.
A. Toggle box B. Check box C. Option box D. Combo box
- L-1 S 818. System Information could be obtained from _____ tab of the System properties.
A. Computer name B. General C. Hardware D. L-3
- L-1 S 819. A file that provides information to Windows about how best to run MS-DOS-based programs.
A. Shortcut B. Program information
C. Both of the above D. None of the above
- L-1 S 820. If the "Print" icon on the standard toolbar is pressed _____.
A. The "Print" dialog box appears B. The whole document
C. Only the current page gets printed. D. All of the above

- L-1 S 821. Files deleted from the system moves to _____ from where it can be restored.
A. Trash B. Recycle bin C. Deleted folder D. Temp
- L-1 S 822. Provides options to customize the appearance and functionality of the computer and other settings.
A. Tool box B. Control Panel C. Windows manager D. System tools
- L-1 S 823. Close the active document in programs that allow to have multiple documents open simultaneously.
A. Alt + F4 B. Ctrl + F4 C. Alt + F10 D. F10
- L-1 S 824. Turns an option on or off. You can check more than one check box at a time on a sheet or in a group.
A. Toggle box B. Check box C. Option box D. Filter box
- L-1 S 825. If somebody have to type a character in small letters, she/he should press that key with holding _____ key.
A. Caps key B. Shift key C. Ctrl key D. Alt key
- L-1 S 826. Rewriting parts of a file to contiguous sectors on a hard disk to increase the speed of access and retrieval.
A. Fragmentation B. Defragmentation C. Ordering D. Sorting
- L-1 S 827. It accepts a document sent to a printer and then stores it on disk or in memory until the printer is available for it.
A. Buffer B. Print spooler C. Print manager D. None of the above
- L-1 S 828. The area of desktop which displays time and quick access to some programs, volume control etc. It is situated to the right of taskbar
A. Status bar B. Notification area C. Information bar D. None of the above
- L-1 S 829. This view of windows explorer lets the user see images in the folder in small size with their names so that multiple images can be viewed simultaneously.
A. Image view B. Thumbnail C. Picture view D. None of the above
- L-2 S 830. In the start-run box, %temp% is used to
A. Create a temp folder B. Open the default
C. Open history folder D. None of the above
- L-2 S 831. Cycle through items in the order they were opened.
A. F6 B. Alt + Esc C. Alt + Right arrow D. Alt + Left arrow
- L-2 S 832. _____ helps to organize, edit and share windows media.
A. Windows Media Player B. Windows Movie Maker
C. Volume Control D. Media Center
- L-2 S 833. When a process wants to print a file, it enters the file name in a special.
A. Print file B. Spooler director C. Cache D. Printer port
- L-2 S 834. A procedure or an expression associated with a specific menu pad, menu or menu option.
A. Script B. Code snippets C. Code D. Routine

- L-2 S 835. To change the name of a computer, _____ icon in the control panel is used.
A. Computer properties B. System properties
C. Folder properties D. Peripheral properties
- L-2 S 836. To delete temporary files, recycle bin files, temporary installation files, Internet history and other useless files, _____ is used.
A. Tempcleaner B. Disk cleanup C. Registry cleaner D. All of the above
- L-2 S 837. A bar on the left side of open/save dialog boxes which contains icons to show history folder, My Documents folder, Desktop, Favorites, and Web folders.
A. My Computer B. Spacebar C. Location D. Fast access
- L-3 S 838. _____ is a protocol used for exchanging data between various Microsoft Windows based programs.
A. Data query B. Dynamic Data Exchange
C. Data dictionary D. SQL
- L-1 S 839. Security center is located in _____
A. System tools B. Accessories C. Startup D. Desktop
- L-1 S 840. Accessibility program group appears in _____
A. Accessories B. Program C. Both of the above D. None of the above
- L-1 S 841. Open the shortcut menu for the active window.
A. Alt + Spacebar B. Alt + Shift C. Ctrl + Spacebar D. None of the above
- L-1 S 842. Quits the CMD.EXE program (command interpreter).
A. Exit B. Quit C. Finish D. Stop
- L-1 S 843. A hierarchical representation of folders and files.
A. Tree view B. Folder view C. File view D. None of the above
- L-1 S 844. Sound recorder is located in _____ program group.
A. Entertainment B. Programs C. Setting D. Startup
- L-1 S 845. Submenu of all the programs installed on the computer.
A. Program B. Setting C. Help D. Run
- L-1 S 846. The menu option _____ locates specific text in a document.
A. Find B. Search C. Look D. See
- L-1 S 847. The _____ menu option in start menu is used to directly execute a program.
A. Run B. Program C. Control panel D. Search
- L-1 S 848. The on-screen work area on which windows, icons, menus, and dialog boxes appear.
A. Desktop B. Windows C. Screen D. Monitor
- L-1 S 849. Open a folder one level up if a folder is selected in the Save as or Open dialog box.
A. Backspace B. Del C. Right arrow key D. None of the above
- L-1 S 850. When a software is installed on a windows computer, its files are usually stored in _____ folder.
A. Program files B. Windows C. Temp D. My Softwares

- L-1 S 851. _____ allows you to change the way windows handles the media files it detects on a device with removable storage.
A. Autoplay B. Media detect C. Autorecover D. Autorun
- L-2 S 852. _____ button can be attached to a text box and is used to increase or decrease a value.
A. Spin B. Slider C. Combo box D. Control box
- L-1 S 853. Display properties can be accessed from
A. From control panel B. Right click on desktop
C. Both of the above D. None of the above
- L-1 S 854. Copy
A. Ctrl + X B. Ctrl + V C. Ctrl + C D. Alt + C
- L-1 S 855. Ctrl + Z
A. Zip B. Control C. Undo D. Redo
- L-1 S 856. Copy con
A. Copies from a file called con B. Copies to a connected device
C. Copies to another computer D. Copies from console
- L-1 S 857. Paper size A4 is
A. 8.60 × 11.30 inches B. 8.69 × 11.27 inches
C. 8.27 × 11.69 inch D. 8 × 12 inches
- L-1 S 858. This is in italics.
A. Hello B. Hello C. *Hello* D. **Hello**
- L-1 S 859. Context key works as
A. Normal Click B. Double Click C. Right Click D. Scroll
- L-1 S 860. Close the active window
A. Alt + F1 B. Ctrl + F4 C. Alt + F4 D. Alt + F11
- L-1 S 861. Restore minimized windows
A. Ctrl + R B. Ctrl + Esc + R
C. Win key + Shift D. Win key + Shift + M
- L-1 S 862. To repeat your last action
A. F1 B. Ctrl + R
C. F4 D. Alt + R
- L-1 S 863. Communication program group appears in
A. Control panel B. Administrative tools
C. Program D. Accessories
- L-1 S 864. Entertainment program group appears in
A. Startup B. Control panel C. Accessories D. Search
- L-1 S 865. To get help on Windows, press on desktop.
A. Help key B. Escape C. F10 D. F1

- L-1 S 866. The most common use of function key F1 is
A. Shutdown B. Search C. Help D. Run a program
- L-1 S 867. Activate the menu bar in the active program.
A. Alt B. F10 C. Both of the above D. None of the above
- L-1 S 868. Page orientation are of _____ types.
A. Four B. Three C. One D. Two
- L-1 S 869. Controls such as command buttons, scroll bars are
A. Windows controls B. GUI
C. Operating system D. ActiveX controls
- L-1 S 870. One point in font size is equal to 1/_____ of an inch
A. 36 B. 52 C. 72 D. 99
- L-1 S 871. A bar with buttons and options to carry out specific tasks.
A. Menu bar B. Status bar C. Formula bar D. Toolbar
- L-1 S 872. A button used to select one option from a group of options.
A. Check button B. List box C. Choice button D. Option button
- L-1 S 873. A shortcut menu is invoked by pressing _____.
A. Ctrl B. Alt
C. Esc D. The right mouse button
- L-1 S 874. Landscape and _____ are two types of page orientation.
A. Vertical B. Horizontal C. Portrait D. None of the above
- L-1 S 875. A file that is created when you drag part of a document to the desktop.
A. Copy B. Drag C. Scrap D. Document
- L-1 S 876. Area of memory where the system keeps the contents which is copied or cut.
A. Copy memory B. Copy board C. Clip memory D. Clipboard
- L-1 S 877. To delete a file permanently, the following key combination is used on file.
A. Shift + Backspace B. Ctrl + Del
C. Shift + Del D. Alt + Del
- L-1 S 878. An area of memory that holds text, graphics, or other information cut or copied from an application.
A. RAM B. Buffer C. Clipboard D. Storyboard
- L-1 S 879. A button that becomes pressed in when clicked, and it remains pressed in till it is pressed again.
A. Check button B. Spinner C. Toggle button D. On-off button
- L-1 S 880. _____ are used when there are many possibilities and only one among them have to be selected.
A. Combo box B. Record selector C. Check box D. Option box

- L-1 S 881. Arrows key can be used to view parts of the documents that extend past the bottom, top, or sides of the screen.
- A. Function keys
 - B. Numeric keys
 - C. Escape key
 - D. Control keys
 - E. Arrow keys
- L-1 S 882. A portion of the document window surrounded by and separated from other portions by vertical or horizontal bars.
- A. Window
 - B. Box
 - C. Frame
 - D. Pane
- L-1 S 883. A horizontal area at the bottom of a window which displays values of some key parameters related to that window.
- A. Parament window
 - B. Parameter bar
 - C. Info bar
 - D. Status bar
- L-1 S 884. A text box with a drop-down list box. You can either select a choice from the list or type your own entry in the box.
- A. List box
 - B. Selection box
 - C. Spinner
 - D. Combo box
- L-1 S 885. A set of visual elements such as desktop wallpaper, button color, font etc. that provide a unified look for the computer.
- A. Desktop
 - B. Screensaver
 - C. Theme
 - D. None of the above
- L-1 S 886. A small image displayed usually on the top of the screen below the menu. It can be clicked to perform a specific function.
- A. Menu
 - B. Scroll
 - C. Combo box
 - D. Icon
- L-1 S 887. Microsoft Windows includes a folder named _____ that can serve as a place to store the documents you use frequently.
- A. Windows
 - B. Temp
 - C. My Documents
 - D. Program files
- L-1 S 887. A moving picture or pattern that appears on your screen when you have not used the mouse or keyboard for a specified period of time.
- A. Desktop
 - B. Webpage
 - C. Movie
 - D. Screensaver
- L-1 S 889. When what's this button is clicked, the cursor changes to a question mark and then if another menu option or button is clicked it shows _____.
- A. Notes on the topic
 - B. Comments about the topic
 - C. Help about how
 - D. Screentip with short Description about the topic
- L-2 S 890. To schedule computer tasks to run automatically
- A. Startup programs
 - B. Batch command
 - C. Scheduled task
 - D. Autoprogramming

- L-2 S 891. Enables you to clear your drive of unnecessary files
A. Registry cleaner B. Disk management
C. Disk partitioning D. Disk cleanup
- L-2 S 892. Delete the selected item permanently without placing the item in the Recycle Bin
A. Backspace + Del B. Alt + Del
C. Ctrl + Del D. Shift + Del
- L-2 S 893. A control which is used where increase or decrease of value is required to be input
A. List box B. Combo box
C. Spinner D. Value control
- L-2 S 894. The part of the windows desktop which displays time and also contains shortcuts to certain programs
A. Informational area B. Quick launch
C. Notification area D. Message area
- L-2 S 895. This technology includes accessibility aids, such as readers or screen magnifier so that people with disabilities can use computers easily.
A. Readability B. Resolution
C. Accessibility D. None of the above
- L-1 S 896. Collapses the selected folder.
Ans Minus sign on numeric keypad
- L-1 S 897. Synchronize option is available in
Ans Accessories
- L-2 S 898. Press Shift + Del key to permanently erase a file.
Ans TRUE
- L-2 S 899. In Task Manager, the current working set of a process, in kilobytes.
Ans Memory Usage
- L-2 S 900. The current working set is the number of pages currently resident in memory.
Ans Current working set
- L-1 T/F 901 In the context of a page, Portrait is a drawing.
A.TRUE B. FALSE
- L-1 T/F 902. "My Music" folder is located on the desktop.
A.TRUE B. FALSE
- L-1 T/F 903. Printers can be connected to the computer USB using ports only.
A.TRUE B. FALSE
- L-2 T/F 904. By default, Windows File Protection is disabled.
A.TRUE B. FALSE

- L-1 T/F 905. The title bar displays the name of the document.
A. TRUE B. FALSE
- L-1 T/F 906. “My Pictures” folder is located in “My Documents” folder.
A. TRUE B. FALSE
- L-1 T/F 907. If selected text is bold, Pressing Ctrl+B makes it normal.
A. TRUE B. FALSE
- L-1 T/F 908. Rich Text Format (RTF) is compatible with several word processors.
A. TRUE B. FALSE
- L-2 T/F 909. OpenType is an extension of TrueType.
A. TRUE B. FALSE

Windows

- L-1 S 910. All opened windows appear on the
A. Quick launch tool bar B. Taskbar
C. System tray D. Start—> Run
- L-1 S 911. Quick launch menu appears on the
A. Taskbar B. System tray C. Start menu D. Desktop

Windows XP

- L-1 D 912. The bar that contains the Start button. It appears at the bottom of the desktop by default. A user can also hide the task bar and move it to the sides or top of the desktop.
Ans. Taskbar button
- L-1 S 913. _____ button appears on the taskbar and corresponds to a running application.
A. System tray B. Desktop
C. Taskbar button D. Control Panel

Answers

Q. No.	Answer	Q. No.	Answer
7	A B D	259	B
9	D	260	B
10	B D	261	B
11	A	262	B
12	B	263	B
13	A	264	B
14	C	265	B
16	B	266	B D
18	A	267	A
222	A B D	268	A
223	A B	269	A
224	A B E	270	A
225	A B C E	271	A
226	A B C	272	A
227	A B	273	A
228	A B C D E	274	A
229	B C	275	A
230	B	276	A
231	B E	277	A
232	B D	278	B
233	A C D	279	A
234	A D	280	A
235	D	281	A
236	D	282	A
237	A B C	283	A
238	E	284	A
239	A C	285	A
240	B	286	C
241	B	287	C
242	B	288	C
243	B	289	C
244	B	290	C
245	B	291	C
246	B	292	B
247	B	293	D
248	B	294	D
249	B	295	D
250	B	296	C
251	B	297	C
252	B	298	C
253	B	299	C
254	B	300	D
255	B	301	D
256	B	302	D
257	B	303	C
258	B	304	D

Q. No.	Answer	Q. No.	Answer
305	C	357	C
306	C	378	AB
307	D	379	BD
308	C	380	B
309	D	381	B
310	D	382	B
311	D	383	B
312	C	384	B
313	C	385	B
314	C	386	B
315	C	387	B
316	C	388	B
317	C	389	B
318	D	390	AD
319	C	391	A
320	B	392	A
321	C	393	A
322	D	394	C
323	D	395	C
324	D	396	C
325	C	397	C
326	C	398	C
327	D	399	D
328	D	400	C
329	C	401	C
330	C	402	C
331	D	403	C
332	A	404	C
333	A	405	A
334	A	406	A
335	A	407	B
336	A	408	B
337	A	409	B
338	B	410	A
339	B	411	B
340	B	412	D
341	B	429	B
342	B	430	C
343	B	431	C
344	B	432	A
345	B	433	D
346	A	434	B
347	A	447	ABD
348	A	448	D
349	A	449	A
350	A	450	A
351	A	451	D

Q. No.	Answer	Q. No.	Answer
452	B	595	B
453	E	596	A
458	A B C	597	A
459	A B	598	A
460	B	599	A
461	B	600	A
462	A	601	A
463	A	602	A
464	A	603	C
465	A	604	D
468	C	605	C
474	D	606	
500	B	607	C
501	A	608	C
502	A	609	D
503		610	C
504	C	611	C
505	C D	612	C
506	D	613	C
507	C	614	C
508	D	615	C
509	C	616	D
510	A	617	C
511	B	618	C
572	A C	619	C
573	A C	620	D
574	A D	621	C
575	A D	622	C
576	A C	623	A
577	B	624	A
578	B	625	A
579	B	626	A
580	B	627	A
581	B	628	A
582	B	629	B
583	B	630	B
584	B	631	B
585	B	632	A
586	B	633	A
587	B	634	A
588	B	635	A
589	B	636	A
590	B	637	A
591	B	638	
592	B	639	A
593	B	640	A
594	B	645	B

Q. No.	Answer	Q. No.	Answer
646	C	812	B
647	D	813	B
648	C	814	B
649	C	815	B
650	C	816	B
651	C	817	D
652	D	818	B
653	A	819	B
663	A	820	B
686	B	821	B
687	B	822	B
688	B	823	B
689	B	824	B
690	A	825	B
691	A	826	B
692	A	827	B
693	C	828	B
694	E	829	B
695	D	830	B
696	D	831	B
697	C	832	B
698	C	833	B
699	D	834	B
700	A	835	B
701	A	836	B
702	A	837	B
791	D	838	B
792	A B D	839	A
793	A B C	840	A
794	A B	841	A
795	A C	842	A
796	C	843	A
797	B	844	A
798	B	845	A
799	B	846	A
800	B	847	A
801	B	848	A
802	B	849	A
803	B	850	A
804	B	851	A
805	B	852	A
806	B	853	C
807	B	854	C
808	B	855	C
809	B	856	D
810	B	857	C
811	B	858	C

Q. No.	Answer	Q. No.	Answer
859	C	886	D
860	C	887	C
861	D	888	D
862	C	889	D
863	D	890	C
864	C	891	D
865	D	892	D
866	C	893	C
867	C	894	C
868	D	895	C
869	D	896	A
870	C	897	A
871	D	898	A
872	D	899	A
873	D	900	A
874	C	901	B
875	C	902	B
876	D	903	B
877	C	904	B
878	C	905	A
879	C	906	A
880	D	907	A
881	E	908	A
882	D	909	A
883	D	910	B
884	D	911	A
885	C	913	C