

Computer Knowledge

1. In addition to keying data directly into a database, data entry can be done from a(n)
1) input form 2) table 3) field 4) data dictionary 5) None of these
2. What is an e-mail attachment?
1) A receipt sent by the recipient
2) A separate document from another program sent along with an e-mail message
3) A malicious parasite that feeds off your messages and destroys the contents
4) A list of CC or BCC recipients 5) None of these
3. SMTP, FTP and DNS are applications of the __layer.
1) data link 2) network 3) transport 4) application 5) None of these
4. In a database, information should be organised and accessed according to which of the following?
1) Physical position 2) Logical structure 3) Data dictionary 4) Physical structure 5) None of these
5. A _____ is a computer connected to two networks.
1) link 2) server 3) gateway 4) bridge way 5) None of these
6. A file extension is separated from the main file name with a(n) _____, but no spaces.
1) question mark 2) exclamation mark 3) underscore 4) period 5) None of these
7. A telephone number, a birth date, and a customer name are all examples of
1) a record 2) data 3) a file 4) a database 5) None of these
8. The term _____ designates equipment that might be added to a computer system to enhance its functionality.
1) digital device 2) system add-on 3) disk pack 4) peripheral device 5) None of these
9. Which key is used in combination with another key to perform a specific task?
1) Function 2) Control 3) Arrow 4) Space bar 5) None of these
10. The real business and competitive value of information technology lies in
1) The software applications that are used by many companies
2) The capabilities of the software and value of the information, a business acquires and uses
3) The infrastructure of hardware, networks, and other IT facilities that are commonly used by many companies
4) The capabilities of the hardware and the speed at which it processes information
5) None of these
11. In Excel, _____ contains one or more worksheets.
1) Template 2) Workbook 3) Active cell 4) Label 5) None of these
12. Which of the following, is a popular programming language for developing multimedia web pages, websites, and web-based applications?
1) COBOL 2) Java 3) BASIC 4) Assembler 5) None of these
13. Compiling creates a(n) _____.
1) program specification 2) algorithm 3) executable program 4) subroutine 5) None of these
14. A CD-RW disk
1) has a faster access than an internal disk
2) is a form of optical disk, so it can only be written once
3) holds less data than a floppy disk 4) can be erased and rewritten 5) None of these
15. The first page of a website is called the
1) Home page 2) Index 3) Java Script 4) Book mark 5) None of these
16. Data that is copied from an application is stored in the _____.
1) driver 2) clipboard 3) terminal 4) prompt 5) None of these
17. Every component of your computer is either _____.
1) software or CPU/RAM 2) input devices or output devices
3) application software or system software 4) hardware or software 5) None of these
18. A collection of interrelated records is called a
1) management information system 2) spreadsheet 3) database 4) text file 5) None of these

19. Which of the following is the storage area within the computer itself which holds data only temporarily as the computer processes instructions?
 1) the hard disk 2) main memory 3) the control unit 4) read-only memory 5) None of these
20. Codes consisting of bars or lines of varying widths or lengths that are computer-readable are known as _____.
 1) a bar code 2) an ASCII code 3) a magnetic tape 4) a light pen 5) None of these
21. The primary output device for computers is a
 1) video monitor 2) printer 3) keyboard 4) mouse 5) None of these
22. A directory within a directory is called
 1) Mini Directory 2) Junior Directory 3) Part Directory 4) Sub Directory 5) None of the above
23. Compatibility in regard to computers refers to
 1) the software doing the right job for the user. 2) it being versatile enough to handle the job
 3) the software being able to run on the computer. 4) software running with other previously installed software
 5) None of the above
24. How is it possible that both programs and data can be stored on the same floppy disk?
 1) A floppy disk has two sides, one for data and one for programs.
 2) Programs and data are both software, and both can be stored on any memory device.
 3) A floppy disk has to be formatted for one or for the other.
 4) Floppy disks can only store data, not programs. 5) None of the above
25. The output which is made up of pictures, sounds, and video is called
 1) COM 2) hard copy 3) graphics 4) multimedia 5) None of the above
26. Which layers of the OSI model are included in the lower layers?
 1) Application, Session, Presentation 2) Physical, Transport, Data Link, Network
 3) Data link, Physical, Network 4) Session, Data Link, Physical 5) None of these
27. From the smallest to the largest, rank the following logical pieces of the database : data block, table space, extent, segment.
 1) table space, segment, extent, data block 2) data block, segment, extent, table space
 3) segment, extent, data block, table space 4) data block, extent, segment, table space 5) None of these
28. Where are cookies stored?
 1) On the server 2) In web.xml 3) On the client 4) In HTML 5) None of these
29. How is power supplied to a low-power USB device?
 1) Through a power cable 2) From an external power supply
 3) Directly from the computer's power supply 4) Through the USB cable 5) None of these
30. When you are selecting a mouse for a particular computer system, what is the most important consideration?
 1) The type of drivers that come with the mouse 2) The length of the mouse cord
 3) The type of connector the mouse is equipped with 4) The number of buttons the mouse has 5) None of these
31. Numbers in table columns are usually
 1) right-aligned 2) left-aligned 3) justified 4) centered 5) None of these
32. The _____ of software contains lists of commands and options.
 1) menu bar 2) title bar 3) formula bar 4) toolbar 5) None of these
33. To access a mainframe or supercomputer, users often use a _____
 1) terminal 2) node 3) desktop 4) handheld 5) None of these
34. By default, your documents print in _____ mode.
 1) Landscape 2) Portrait 3) Page Setup 4) Print View 5) None of these
35. What characteristic of Read-Only Memory (ROM) makes it useful?
 1) ROM information can be easily updated.
 2) ROM provides very large amounts of inexpensive data storage.
 3) Data in ROM is nonvolatile, that is, it remains there even without electrical power.
 4) ROM chips are easily swapped between different brands of computers. 5) None of these
36. Which of the following is a computer package for preparing/typing letters/documents ?

- 1) Word 2)Excel 3) Power Point 4) Windows 5)Unix
37. Which of the following organizations is a popular name in the field of computer & software's ?
 1) Rotman 2) Henley 3) Microsoft 4) Louis Vuitton 5) DLA Piper
38. Firewalls are used to protect against _____
 1) Unauthorised Attacks 2) Virus Attacks 3) Data Driven Attacks
 4) Fire Attacks 5) None of these
39. The _____ directory is mandatory for every disk.
 1) Root 2) Base 3) Sub 4) Case 5) None of these
40. 'WWW' stands for _____
 1) World Word Web 2) World Wide Web 3) World White Web 4) World Work Web 5) None of these
41. To prepare a presentation/slide show which application is commonly used?
 1) Photoshop 2) Power Point 3) Outlook Express 4) Internet Explorer 5) All of these
42. Which of the following is NOT a hardware of a computer?
 1) Monitor 2) Keyboard 3) Windows 4) Central Processing Unit 5) Mouse
43. A Program designed to destroy data on your computer which can travel to "infect" other computers is called a _____.
 1) disease 2) torpedo 3) hurricane 4) virus 5) None of these
44. Most of the commonly available personal computers/laptops have a keyboard popularly known as _____.
 1) QWERTY 2) QOLTY 3) ALTER 4) UCLIF 5) None of these
45. Whenever we have to give space between the two words while typing on a PC, we have to press a key known as _____.
 1) Backspace 2) Shift 3) Control 4) Escape 5) Space Bar
46. When you are working on a document on PC, where is the document temporarily stored?
 1) RAM 2) ROM 3) The CPU 4) Flash memory 5) The CD-ROM
47. How are data organised in a spreadsheet?
 1) Lines and spaces 2) Layers and planes 3) Height and width
 4) Rows and columns 5) None of these
48. Magnetic tape is not practical for applications where data must be quickly recalled because tape is
 1) a random-access medium 2) a sequential-access medium 3) a read-only medium
 4) fragile and easily damaged 5) an expensive-storage medium
49. The blinking symbol on the computer screen is called the
 1) mouse 2) logo 3) hand 4) palm 5) cursor
50. When cutting and pasting, the item cut is temporarily stored in
 1) ROM 2) Hard drive 3) Diskette 4) Dashboard 5) Clipboard

ANSWERS

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|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| 1. 1 | 2. 2 | 3. 4 | 4. 2 | 5. 4 | 6. 5 | 7. 1 | 8. 4 | 9. 2 | 10. 2 |
| 11. 2 | 12. 2 | 13. 3 | 14. 4 | 15. 1 | 16. 2 | 17. 4 | 18. 3 | 19. 2 | 20. 1 |
| 21. 1 | 22. 4 | 23. 4 | 24. 2 | 25. 4 | 26. 3 | 27. 4 | 28. 3 | 29. 4 | 30. 3 |
| 31. 1 | 32. 1 | 33. 1 | 34. 2 | 35. 3 | 36. 4 | 37. 3 | 38. 1 | 39. 1 | 40. 2 |
| 41. 2 | 42. 3 | 43. 4 | 44. 1 | 45. 5 | 46. 1 | 47. 4 | 48. 2 | 49. 5 | 50. 5 |

