

1) ----- is a basic text editing program and it is most commonly used to view or edit text files.

A) Calculator

B) Notepad

C) Address book

D) Paint

2) ____ are used to control a single desktop or notebook computer.

A) Network Operating Systems (NOS)

B) Embedded Operating Systems

C) Stand -alone Operating Systems

D) Disk Operating Style

3) ____ are used for handheld computers and smaller devices like PDAs.

A) Network Operating Systems (NOS)

B) Embedded Operating Systems

C) Stand -alone Operating Systems

D) Disk Operating Style

4) ____ is the process of restarting a computer without turning off the power.

A) Cold Boot

B) First Boot

C) Restart Boot

D) Warm Boot

5) ____ is a collection of several separate troubleshooting utilities.

A) Backup

B) Uninstall

C) Norton Utilities

D) All of these

6) ____ are specialized programs that allow particular input or output devices to communicate with the rest of the computer system.

A) Device Drivers

- B) Utilities C)
- OS
- D) SmartArt

7) _____ convert the programming instructions written by programmers into a language that computers understand and process.

- A) Operating system
- B) Device Drivers
- C) Utilities

D) Language Translator

8) program recognizes and corrects computer-related problems before they become serious.

A) Troubleshooting

- B) Testing
- C) Debugging
- D) Uninstall

9) A cold boot occurs when the computer is already on and you restart it without turning off the power.

A) TRUE

B) FALSE

10) A file created using Notepad is stored with the extension -----.

A) .txt

- B) .docx
- C) .png D)
- .jpg

11) A program that combines several utilities in one package to improve system performance is

- A) WAN
- B) Protocols
- C) Union Suite

D) Utility Suite

12) As you type, the text automatically moves to the next line when it reaches the right edge of the margin. This feature is called "Word Wrap".

A) TRUE

B) FALSE

13) Assume that you are working as a Graphics Designer and you have various graphics applications installed on your computer. Now your C drive is almost full. The disk drives are shown in the given image. Referring to the above scenario, choosing which one of the following allows you to remove most of the stuff from your C drive?

- A) You can defrag your system.
- B) You can delete unwanted files and folders.
- C) You can use Disk Clean-up utility. **D) All of these**

14) Desktop operating systems control various desktops or notebook computers.

A) TRUE

B) FALSE

15) Device Drivers are specialized programs that allow particular input or output devices to communicate with the rest of the computer system.

A) TRUE

B) FALSE

16) Disk Defragmenter is used to remove unnecessary files on your hard disk to free up disk space and help your computer run faster.

A) TRUE

B) FALSE

17) Following are three basic categories of operating systems.

A) Embedded Operating Systems

B) Network Operating Systems

C) Spreadsheet Operating Systems

D) Stand-alone Operating Systems

18) If you are selecting "Quick Tabs" option, you can see miniature visual view (Thumbnail) of all your open tabs.

A) TRUE

B) FALSE

19) If you receive one file through the Internet having Virus, what do you select if you want to remove virus?

A) Disk Cleanup

B) File Cleanup

C) Uninstall

D) Scan using Norton Antivirus

20) In Paint, you can save your picture in the following formats, EXCEPT

A) BMP

B) JPEG

C) GIF

D) AVI

21) In Paint, you can save your picture in the following formats.

A) PNG

B) BMP

C) JPEG D)

GIF

22) In Windows 7 Operating System, you can configure regional languages by using ----- option.

A) Control Panel --- Region and Language Option

B) Control Panel --- Additional Options

C) Control Panel --- Programs

D) Control Panel --- User Accounts

23) In windows operating system ----- is a power-saving state.

A) Log Off

B) Sleep

C) Restart D)

Lock

24) Language Translators convert the programming instructions written by programmers into a language that computers understand and process.

A) TRUE

B) FALSE

25) Most icons and toolbar buttons display a "Tool Tip" containing a brief description of the item when you rest the mouse pointer on it

A) True

B) False

26) On the Task bar the time is shown in the...?

A) Start Menu

B) Scrollbar

C) Desktop

D) Notification area or System Tray

27) Password is a set of characters used to get access to a computer, network resource or data

A) True

B) False

28) Refer the image shown on the screen. In Windows Operating System, you want to reduce the size of file. To do so, you need to select ----- option from the given image.

A) Dropbox

B) Documents

C) Compressed (zipped) folder D) Skype

29) Refer the image shown on the screen. In Windows Operating System, you want to reduce the size of file. To do so, you need to select 'Compressed (zipped) folder' option from the given image.

A) TRUE

B) FALSE

30) Refer the image shown on the screen. In Windows Operating System, you want to reduce the size of file. To do so, you need to select 'Dropbox' option from the given image.

A) TRUE

B) FALSE

31) Referring to the given image, if you type "Flowers" in the search box and clicks on "Search Button", then the result page shows

A) Definition of "Flowers"

B) "Flower" images only

C) Definition of Flowers and images

D) None of these

32) Referring to the given image, which menu command do you select to get these options?

A) Organize --- View

B) Organize --- Layout

C) Organize --- Properties D)

Organize --- Edit

33) Sumit received a DVD containing some official documents from his Manager. He wants to create copy of this DVD.

Referring to the above requirement identify the name of the peripheral which Sumit will use?.

A) CD Writer

B) CD ROM

C) CD R

D) DVD Writer

34) Systems software includes all of the following except

A) operating systems

B) device drivers

C) utilities

D) desktop publishing

35) Task Bar convert the programming instructions written by programmers into a language that computers understand and process.

A) TRUE

B) FALSE

36) The ---- tells the rest of the computer how to carry out a programs instructions.

A) ALU

B) System Unit

C) Control Unit

D) Motherboard

37) The _____ protects your system from hackers.

A) Firewall

B) Anti-virus

C) Backup

D) Device Drivers

38) The “System Date” and “System Time” are the date and time as maintained by the computer's internal clock.

A) TRUE

B) FALSE

39) The firewall protects your system from hackers.

A) TRUE

B) FALSE

40) The set of computer programs that manage the hardware/software of a computer is called A) Compiler System

B) Managing System

C) Operating System D)

Logical System

41) Uninstall programs enable removing unneeded programs installed into the computer's hard disk.

A) TRUE

B) FALSE

42) User interact with application programs and computer hardware through a

A) Compact Disc

B) User Interface

C) Compiler D)

Protocol

43) What do we call those small, pictorial representations of objects we see on the desktop?

A) Desktop Icons

B) List View

C) File Menu

D) Pictures

44) What is the best way to protect a computer from viruses?

A) Never connect your computer to other PC

B) Install up-to-date virus checking software.

C) Never connect a computer to the internet. D) Install a

Photoshop

45) Which of the following examples of operating systems?

A) NetWare

B) Windows NT Server

C) Windows 7

D) Windows Vista

46) Which of the following is NOT operating system software?

A) Windows 7

B) Windows Vista

C) Windows ME

D) Windows FS

47) You want to take a print out of your document, but after selecting Print command you found that there is no printer installed on your computer. Referring to the above scenario, how do you install printer on your computer?

A) Control Panel ---- Add a printer

B) Computer ---- Printers --- Add a printer

C) Control Panel ---- Printers ---- Add a printer D) None of

these

