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PLEASE SCAN THE QR CODE.

Code : 001

Exam Date: 2024-09-14

F.M.: 50

P.M.: 25

Time: 45 Minute

Name of Student :

Form No. :Symbol No. :

Sign. Of Managing Director
CTEVT (TITI) ToT TID NO. 6269

Objective Questions (50 x 1 = 50 Marks)

क) तल दिएको प्रश्नहरूको बहु उत्तर मध्ये मिल्ने एउटा गोलो (०) चिन्ह लगाउनुहोस् ।

जस्तै : A B C D

- Which of the following is correct ?
A) =POWER(2^3) B) =POWER(2,3) C) =POWER(2#3) D) =POWER(2*3)
- What is the shortcut key to insert a new comment in a cell?
A) F2 B) ALT+F2 C) CTRL +F2 D) SHIFT +F2
- What value will display if the formula = \$55.00 +5 is entered into a cell?
A. \$60 B. 60 C. \$55.00+5 D. \$60.00
- What should be add before a fraction to avoid entering it as a date?
// A. FR B. FR C. Zero D. Zero Space
- The cell reference for cell range of G2 to M12 is _____.
A. G2.M12 B. G2;M12 C. G2:M12 D. G2-M12
- The brain of any computer system is
A) ALU B) Memory C) CPU D) Control unit
- Storage capacity of magnetic disk depends on
A) tracks per inch of surface B) bits per inch of tracks C) disk
D) All of above
- The two kinds of main memory are:
A) Primary and secondary B) Random and sequential C) ROM and RAM
D) All of above
- A storage area used to store data to a compensate for the difference in speed at which the different units can handle data is
A) Memory B) Buffer C) Accumulator D) Address 5.
- Computer is free from tiresome and boardoom. We call it

- Accuracy B) Reliability C) Diligence D) Versatility
- Short-cut key combination for closing windows is_____
A. Ctrl +S B. Alt + F4
C. Ctrl +V D. F1
- Which of the following is not type of page margin?
A. Left B. Right
C. Center D. Top
- Portrait and landscape are
a. Page orientation b. Paper size
c. Page layout d. All of the above
- Which shortcut key is used to hide entire column in Excel?
a. Ctrl+? b. Ctrl +0(zero)
c. Ctrl+H d. Ctrl +C
- The shortcut key for filter in ms excel
a. alt+ctrl+L b. ctrl+shift+L
c. alt+ctrl+f d. ctrl+shift+f
- Which chart is better represents the progress of stock market on daily basis
a. Pie Chart b. Row chart
c. Line chart d. Column chart
- In a datasheet, what does each row represents
a. Record b. Field
c. Database d. Table
- In ms access, "Hyperlink" data type can store...
a. web address b. email address
c. path of a file d. all of the above
- What is full form of SMPS?
a. Switch Mode Power Supply b. Simple Mode Power Supply
c. Storage Mode Power Supply d. Storage Mode Power Shortage
- Firmware is contained in
a. SRAM b. DRAM
c. ROM d. Cache
- While booting how many types of system files will load into RAM?
a) 1 b) 2
c) 3 d) 4
- Which one of the following is extension of MS Excel?
a) .exe b) .exl
c) .xcl d) .xls
- The MS PowerPoint save PowerPoint files as following extension?
a) .ptp b) .ptt
c) .ppt d) .ppp
- What is the full form of "www" in "www.gmail.com"?
a) Wild wild west b) World Wide Web
c) World wide writing d) Whole world web

Continue.....

- 25) This key uniquely identifies each record in a table of a database is a:
 A. Primary key
 B. Key Record
 C. Unique key
 D. Field name
- 26) Which of the following is graphics solution for word processors?
 A) Clipart
 B) WordArt
 C) Drop Cap
 D) All of the above
- 27) Shortcut key for manual column break in ms word .
 A) Ctrl + Enter
 B) Shift + spacebar
 C) Ctrl + Shift+ Enter
 D) Alt + Enter
- 28) Which is the operating system program?
 A) Windows
 B) Ms-word
 C) MS-excel
 D) Ms-PowerPoint
- 29) In Windows system, if the displayed system time and date system is wrong you can Reset it using
 A) Write
 B) Calendar
 C) Card file
 D) Control Panel
- 30) The minimum and maximum value you can set for save Auto Recovery Info in electronic spreadsheet are
 A) 1 and 120 minutes
 B) 0 and 120 minutes
 C) 2 and 60 minutes
 D) 1 and 1o minutes
- 31) Which operation you will perform if you need to move a block of text?
 A. Copy and paste
 B. Cut and paste
 C. Paste and delete
 D. Paste and cut
- 32) To select multiple non-adjacent cells in a worksheet you will click them holding:
 A. Ctrl key
 B. Alt key
 C. Shift key
 D. Ctrl+Shift key
- 33) What is BIOS an acronym for?
 A. Bootstrap initial operation system
 B. Basic input output startup
 C. Boot initial operating startup
 D. Basic input output system
- 34) . Computers virus:
 A. Can destroy files
 B. Can effect installed program
 C. Can destroy boot sector
 D. All of the above
- 35) . Computers virus:
 A. Can destroy files
 B. Can effect installed program
 C. Can destroy boot sector
 D. All of the above
- 36) Which of the following is the programming language?
 A. MS-Word
 B Java
 C. Ms-Access
 D. VISIO
- 37) . _____ tool helps to reduce file access time from disk.
 A. Scandisk
 B. Disk Defragmenter
 C. Backup
 D. Format
- 38) Which of the following is not a font style?
 A. Bold
 B. Italics
 C. Regular
 D. Superscript
- 39) What is Full form of HTML..
 a) Hyper Text Markup Language
 b) Hyper Testing Magkup Language
 c) Hying Testing Making Language
 d) Hidro Test Making Larger
- 40) HTML first tag is
 a) <body>
 b) <HTML>
 C) <TITLE>
 D) <BODY>
- 41) is the ghosted text behind the content on the page
 a. Earmark
 b. Watermark
 c. inkmark
 d. Ghostmark
- 42) . The dimension of A4 size paper is
 a. 8.17''X11.69''
 b. 8.27''X11.96''
 c. 8.27''X11.69''
 d. 8.5''X11.69''
- 43) What invention enabled developers to create microcomputer
 A.integrated circuit
 B.transistor
 C.vacuum tube
 D.magnetic disk
- 44) . Choose the Odd one:
 a. Mouse
 b. Plotter
 c. Touch Panel
 d. Scanner
- 45) Computer cannot do anything without a
 a. chip
 b. memory
 c. output device
 d. program
- 46) enables computer to communicative via telephone line
 a. Modem
 b. Motherboard
 C. NIC
 d. ISP
- 47) are used to identify a user who returns to a website?
 a) Cookies
 b) Plug-ins
 c) Scripts
 d) Session
- 48) runs on computer hardware and serve as platform for other software to run on
 a) Operating system
 b) Application software
 c) System software
 d) All of above
- 49) How do you display updatable current date in MS Excel?
 a) DATE()
 b) TODAY()
 c) NOW()
 d) Ctrl+;
- 50)) Shortcut key to bring format cells dialog box is:
 a) Ctrl+F
 b) Ctrl+E
 c) Ctrl+l
 d) Ctrl+D