



BRAINWARE UNIVERSITY

Term End Examination 2020 - 21

Programme – Bachelor of Arts (Honours) in English

Course Name – Computer Applications

Course Code - GECS101

Semester / Year - Semester I

Time allotted : 75 Minutes

Full Marks : 60

[The figure in the margin indicates full marks. Candidates are required to give their answers in their own words as far as practicable.]

Group-A

(Multiple Choice Type Question)

1 x 60=60

1. (Answer any Sixty)

(i) The basic computer architecture was first developed by

- | | |
|---------------------|---------------------|
| a) Garden Moore | b) Blaise Pascal |
| c) John Von Neumann | d) Acharya J C Bose |

(ii) In how many generation a computer may be classified?

- | | |
|------|------|
| a) 3 | b) 5 |
| c) 4 | d) 6 |

(iii) First generation of the computer (historical) was based on_____ technology

- | | |
|------------------|----------------------|
| a) Transistors | b) Electro- magnetic |
| c) Wired circuit | d) Vacuum tube |

(iv) Which of the following memory is non-volatile in nature?

- | | |
|-----------------|---------------------|
| a) Cache memory | b) Static-RAM |
| c) EEPROM | d) Memory registers |

(v) CPU stands for

- | | |
|-------------------------|----------------------------|
| a) Central Packing Unit | b) Central Processing Unit |
| c) Central Program Unit | d) Career Program Unit |

(vi) Which one of the following is not an application software package?

- a) Microsoft Office
- b) Adobe PageMaker
- c) Redhat Linux
- d) Open Office

(vii) We access the World Wide Web using:

- a) Instant messaging applications
- b) Browsers
- c) High bandwidth
- d) Search engine

(viii) Internet Explorer is a type of

- a) Operating System
- b) Browser
- c) Compiler
- d) IP address

(ix) 1byte = ___ bits.

- a) 6
- b) 4
- c) 8
- d) 5

(x) Computer Virus is a

- a) Hardware
- b) Bacteria
- c) Freeware
- d) Software

(xi) Random Access Memory, or RAM in short is:

- a) Volatile memory
- b) Non-Volatile memory
- c) Magnetic tape
- d) None of these

(xii) Which of the following is not hardware?

- a) Chip
- b) CPU
- c) Memory unit
- d) Compiler

(xiii) The horizontal bar at the bottom of the screen is called

- a) Task bar
- b) Scroll bar

c) Tool bar

d) Menu bar

(xiv) The bar at the top of a window is known as-

a) Title bar

b) Control Panel

c) Menu bar

d) Taskbar

(xv) When the Language bar is _____, it means that you do not see it on the screen but it will be displayed the next time you start your computer.

a) Restored

b) Minimized

c) Closed

d) Hidden

(xvi) Which one is not an input device?

a) Mouse

b) Keyboard

c) Speaker

d) Scanner

(xvii) One nibble is equal to-

a) 4 bits

b) 2 bits

c) 16 bits

d) Any strings of 0s and 1s

(xviii) Any random data or an instruction entered into the memory of a computer is considered as

a) Input

b) Storage

c) Information

d) Data

(xix) Time, during which a job is processed by the computer is called-

a) Delay time

b) Processor speed time

c) Execution time

d) Waiting time

(xx) Memory sizes in large-mainframe computers and advanced technology micro-computers are expressed as-

a) Bits

b) Kilobytes

c) Bytes

d) Megabytes

(xxi) Which of the following statement is wrong?

a) Photoshop is a graphical design tool by Adobe

b) MS-Windows is an operating system

c) Linux is free and open sourced

d) Ubuntu-Linux is owned and sold by Microsoft

(xxii) Portrait and Landscape are

a) Design Template

b) Paper Size

c) Page Orientation

d) Margin

(xxiii) How to use Format Painter multiple times

a) By Double click on the Format Painter icon

b) Format Painter cannot be use multiple times

c) By selecting Edit? Format-Painter?multiple Use

d) By click on Lock Format Painter icon

(xxiv) Microsoft Word is an example of

a) Operating System

b) Processing device

c) System Software

d) Application Software

(xxv) The file extension of MS-Word 2010 is-

a) .doc

b) .pdf

c) .txt

d) .docx

(xxvi) Ctrl+S is the shortcut key for _____

a) Save

b) Copy

c) Paste

d) Undo

(xxvii) Picture option is in _____ menu

- a) Home
- b) Insert
- c) Page Layout
- d) References.

(xxviii) Which enable us to send the same letter to different person?

- a) Macros
- b) Template
- c) Mail Merge
- d) Auto-send

(xxix) Ctrl + J, the shortcut key combination is used to

- a) Align justify
- b) Insert Hyperlink
- c) Search
- d) Print

(xxx) With which view can you see how text and graphics will appear on the printed page?

- a) Normal
- b) Outline
- c) Web Layout
- d) Print Layout

(xxxii) Which of the following is not a font style?

- a) Bold
- b) Italics
- c) Regular
- d) Superscript

(xxxiii) 'Reference' command can be taken from which menu?

- a) Insert
- b) Format
- c) Table
- d) File

(xxxiiii) When we set 'Right' tab text appears to the _____ tab stop

- a) Right
- b) Left
- c) Center
- d) None of these

(xxxv) 'Insert ? Page Break' is used to insert

- a) A break in a page
- b) A new page
- c) A new sheet
- d) A new break

(xxxv) Which is the correct step for taking 'Mail Merge'?

- a) Format? Letters? Mail Merge
- b) Tools? Mail Merge? Letters and Mailing
- c) Tools? Letters and mailing? mail Merge
- d) Tools? mailing? Mail Merge

(xxxvi) One of the following is not the Border option from 'Borders and Shading Window

- a) 3-D
- b) Shadow
- c) Shade
- d) None

(xxxvii) In Excel to enter a formula in cell, we must start with

- a) \$
- b) =
- c) @
- d) +

(xxxviii) In Excel, the function _____ automatically creates sum.

- a) SUM
- b) AUTOSUM
- c) SUBTOTAL
- d) TOTAL

(xxxix) Calculations can be performed through _____

- a) Word
- b) PowerPoint
- c) Excel
- d) Access

(xl) Which group is used for logical operations in excel?

- a) SQRT, DEGREE, RAND(), GCD
- b) NOW(), DATEVALUE(), WEEKDAY(NOW())
- c) IF, AND, FALSE, TRUE, OR
- d) VLOOKUP and INDEX MATCH

(xli) When the text automatically goes onto the next line, called-

- a) textwrap
- b) pagewrap
- c) wordwrap
- d) wrapword

(xlii) What is the intersection of a column and a row on a worksheet called?

- a) Cell
- b) Value
- c) Address
- d) Column

(xlvi) Which Chart can be created in Excel?

- a) Area
- b) Line
- c) Bar
- d) All of these

(xlvii) Numbers between 0 and 100 displayed in Red Color, which procedure should be follow in Excel?

- a) Use =if() function to format the required numbers red
- b) Apply Conditional Formatting command on Format menu
- c) Select the cells that contain number between 0 and 100 then click Red color on Text Color tool
- d) All of these

(xlviii) What is the symbol for multiplying?

- a) *
- b) #
- c) /
- d) */

(xlix) To select all of the boxes of an organization chart-

- a) Clicking and edit and select all
- b) Right click the chart background and then click select all
- c) Press and hold the SHIFT key and click each box
- d) All of these

(l) Which key on the keyboard can be used to view Slide Show?

- a) F8
- b) F5
- c) F6
- d) F10

(li) Shortcut key combination for Copy & Paste in MS PowerPoint is-

- a) Ctrl +A & Ctrl+S.
- b) Ctrl +C & Ctrl+V.
- c) Ctrl +C & Ctrl+S
- d) Ctrl +A & Ctrl+V.

(xlix) Which file format can be added to a PowerPoint show?

- a) .gif
- b) .jpeg
- c) .wav
- d) All of these

(l) The Shortcut of Italic is

- a) Ctrl+T
- b) Ctrl+X
- c) Ctrl+I
- d) Ctrl+C

(li) Which ribbon-component is used to apply transition effect in a slide?

- a) Slide show
- b) Animation
- c) Design
- d) Insert

(lii) The PowerPoint view that displays only text (title and bullets) is-

- a) Notes page view
- b) Outline view
- c) Slide show
- d) Slide sorter view

(liii) What is the term used when a clip art image changes the direction of faces?

- a) Rotate
- b) Flip
- c) Group
- d) All of these

(liv) Which option allows the user to select line, curve, freeform or scribble tools?

- a) Insert motion path
- b) Create effect
- c) Draw custom path
- d) All of these

(lv) _____ controls all the main slide control tasks for a presentation

- a) Task Pane
- b) Control Panel
- c) Task Bar
- d) None

(lvi) How long is an IPv6 address?

- a) 128 bits
- b) 128 blocks
- c) 128 bytes
- d) 128 words

(lvii) Network protocols are-

- a) Formal standards and policies comprised of rules, procedures and formats that define communication between two or more devices over a network.
- b) Logical communication rules and formats that defines communication between a series of computers
- c) Logical policies and formats that defines communication between two computers in a network
- d) Random standards and formats that define communication between two or more network.

(lviii) The systems which allow only one process execution at a time, are called

-
- a) uniprogramming systems
 - b) unitasking systems
 - c) uniprocessing systems
 - d) Mono-programming system

(lix) Which one is the default word-processor application for MS Windows?

- a) MS-Word
- b) Notepad
- c) WordPad
- d) VI Editor

(lx) Which one of the following is not a computer language?

- a) BASIC
- b) JAVA
- c) C++
- d) LOTUS