PAPER –I
COMPUTER OPERATOR AND PROGRAMMING ASSISTANT
(THEORY & EMPLOYABILITY SKILLS)
SEMESTER – I

TIME: 3 HRS.   MARKS: 80

Note: Attempt all the questions. All questions carry equal marks.
This paper contains two parts - Part A & Part B.

PART - A (THEORY)   (30)

Choose the correct answer: -

1. Which would you choose to move selected text from one place to another?
   a. Move and Paste   b. Copy and Paste   c. Cut and Paste   d. Delete and Paste

2. What is the tool in Word that copies only the format of selected text so that you can apply on other text?
   a. Copy   b. Paste   c. Format Painter   d. Paste Special

3. Gutter position can be set in the following positions
   a. Left & Right   b. Left & Top   c. Left & Bottom   d. Left Only

4. Background color or effects applied on a document is not visible in
   a. Web layout view   b. Print Layout view
   c. Reading View   d. Print Preview

5. ISP exchanges internet traffic between their networks by
   a. Internet exchange point   b. Subscriber end point
   c. Isp end point   d. None of these

6. URL stands for
   a. Unique reference label   b. Uniform reference label
   c. Uniform resource locator   d. Unique resource locator

7. The first page on the website is called
   a. Design page   b. Home page   c. First page   d. Main page

8. In HTML, Uniform Resource Identifier (URI) is used to
   a. Create a frame document
   b. Create an image map in the webpage
   c. Customize the image in the webpage
   d. Identify a name or a resource on the internet

9. Dynamic web page
   a. Is same every time whenever it displays
   b. Generates on demand by a program or a request from browser
   c. Both (a) and (b)
   d. None of these

10. All networks require a central location to bring media segments together. These central locations are called _____ .
     a. Bridges   b. Switches   c. Hubs   d. Routers

11. Communication channel is shared by all the machines on the network in
     a. Broadcast network   b. Unicast network
     c. Multicast network   d. None of these

12. What PowerPoint feature will you use to apply motion effects to different objects of a slide?
     a. Slide Transition   b. Slide Design
     c. Animation Objects   d. Animation Scheme

13. Which of the following views is the best view to use when setting transition effects for all slides in a presentation?
     a. Slide sorter view   b. Notes pages view
     c. Slide view   d. Outline view

14. Which of the following can you use to add times to the slides in a presentation?
     a. Slide Show menu   b. Rehearse timing button
     c. Slide transition button   d. All of these

15. A relational database consists of a collection of
     a. Tables   b. Fields   c. Records   d. Keys

16. The term attribute refers to a _____ of a table.
     a. Record   b. Column   c. Tuple   d. Key

17. For each attribute of a relation, there is a set of permitted values, called the _____ of that attribute.
     a. Domain   b. Relation   c. Set   d. Schema

18. In SQL the spaces at the end of the string are removed by _____ function .
     a. Upper   b. String   c. Trim   d. Lower

19. On an excel sheet the active cell is indicated by
     a. A dotted border   b. A dark wide border
     c. A blinking border   d. By italic text

20. The intersection of a column and a row on a worksheet is called
     a. Column   b. Value   c. Address   d. Cell

21. A feature of MS Word that saves the document automatically after certain interval is available on
     a. Save tab on Options dialog box   b. Save As dialog box
     c. Both (a) & (b)   d. None of these

22. Excel uniquely identifies cells within a worksheet with a cell name
    a. Cell names   b. Column numbers and row letters
    c. Column letters and row numbers   d. Cell locator coordinates

23. A worksheet can have a maximum of _____ Number of rows.
    a. 256   b. 1024   c. 32000   d. 65535

24. The programs that are used to find out possible faults and their causes are called
    a. Operating system extensions   b. Cookies
    c. Diagnostic software   d. Boot diskettes

25. Which of the following is also known as brain of computer?
    a. Control unit   b. Central Processing unit
    c. Arithmetic-logic unit   d. Monitor

26. 1 Byte =?
    a. 8 bits   b. 4 bits   c. 2 bits   d. 9 bits

27. In order to protect computer systems from viruses we use _____ software.
    a. antivirus   b. antiworm   c. application   d. firewall

28. Which of the following is not a font style?
    a. Bold   b. Italics   c. Regular   d. Superscript

29. Addresses separate the user name from the ISP using the _____ symbol.
    a. &   b. @   c. %   d. *

30 Which menu provides you options like Animation Scheme, custom Animation, Slide Transition?
    a. Insert Menu   b. Format Menu   c. Tools Menu   d. Slide Show Menu.

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