

I. Choose the correct answer:

10x1=10

1. The canvas size option is in the _____ menu.
a) File b) edit c) image d) tool
2. The shortcut key to open canvas size dialog box is _____.
a) shift+c b) alt+c c) shift+ctrl+c d) alt+ctrl+c
3. Which key is used to add area to the existing selection, while using the marquee tool?
a) shift b) ctrl c) alt d) print
4. What is the value of photoshop's tolerance? _____.
a) 0 to 250 b) 0 to 255 c) 0 to 260 d) 0 to 265
5. Which tool is used to select areas of your image that are similarly colored? _____.
a) magician b) marquee c) magic wand d) magic marquee
6. The chart tool is in the _____ tab.
a) home b) insert c) file d) design
7. How many types of charts available in MS-Excel ? _____.
a) four b) five c) six d) seven
8. Formulas must begin with a _____ symbol.
a) ! b) , c) = d) #
9. There are _____ types of formulae used in excel.
a) three b) four c) five d) six
10. The quick print button is in the _____ tool bar.
a) preview b) fast access c) quick print d) quick access

II. Fill in the blanks:

10x1=10

11. For best result, the canvas size should be measured in _____.
12. If a color selected is not printable, a _____ symbol appears beside the color.
13. The _____ tool is used to select a rectangular area of your image.
14. The selected area is marked with a _____ of blinking dotted lines.
15. The _____ tool is used to select a round area of your image.
16. After you select the marquee tool, your cursor will be appear as a _____ symbol on your image.
17. To remove an area from the selection, the _____ key is pressed while using the marquee tool.
18. The _____ tool looks like a bucket in the tool bar.
19. The magic wand tool in the tool box looks like a _____.
20. To select a particular colored area, we must click on the area with the _____ tool.

III. Match the following:

10x1=10

- | | | |
|---------------------------|---|-------------------|
| 21. Canvas size | - | Pixel |
| 22. Width and height | - | Lower left corner |
| 23. Lighter shade color | - | Shift+Ctrl+C |
| 24. Darker shade color | - | Alt+Ctrl+C |
| 25. Text operator | - | Upper left corner |
| 26. Not equal to | - | <= |
| 27. Exponentiation | - | / |
| 28. Division | - | & |
| 29. Logical value | - | ^ |
| 30. Less than or equal to | - | <> |
| | - | True or false |

10x1=10

IV. True or false:

31. The canvas size option is in the file menu.
32. A border can be applied to any image in photoshop.
33. While using marquee tool, the selected area of the image is marked with a red border.
34. We can add any more area to the selected area using marquee tool.
35. The magic wand tool is used to show magic using computer.
36. To edit a formula in cell, the cell must be selected.
37. There are 15 types of arithmetic operators used in MS-Excel.
38. The quick print button is in the status bar.
39. The pie chart in excel contain bars to represent data.
40. The chart buttons are in the tables group of the insert tab.

10x2=20

V. Answer any 10 questions from the following:

41. How can you change the size of the canvas?
42. How can you choose a color for your border?
43. How can you change the measurement unit of your canvas size to pixel ?
44. Which tool is used to select a part of an image?
45. Write the steps to remove some area from an existing selection.
46. How can you open the color picker window?
47. What is the effect of tolerance of the magic wand tool?
48. What is a formula? What are the types of formula used in excel?
49. What is the use of text operator in excel?
50. Write the steps to print five copies of the first page of a document?
51. How can you see the print preview of your document?
52. How is a chart useful in excel?
53. Write the steps to insert a chart in your excel sheet?

2x5=10

VI. Answer the following questions

54. How can you select a rectangular area and round area of an image?
55. Explain the types of operator.

3x10=30

VII. Draw the following:

56. Draw the canvas size dialog box neatly.
57. Draw the color picker window neatly.
58. Draw the print pane neatly.