# LESSON 1

## ONEWORDS

# 1. First generation computers used

▶ (a) Vacuum tubes

▶ (b) Transistors

▶ (c) Integrated circuits

▶ (d) Microprocessors

# 2. Name the volatile memory

- (a) ROM
- (b) PROM
- (c) RAM
- (d) EPROM

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# 3. Identify the output device

▶ (a) Keyboard

▶ (b) Memory

▶  (c) Monitor

▶  (d) Mouse

# 4. Identify the input device

- ▶ (a) Printer
- ▶ (b) Mouse
- ▶ (c) Plotter
- ▶ (d) Projector

5. ............. Output device is used for printing building plan, flex board, etc.

▶ (a) Thermal printer

▶ (b) Plotter

▶ (c) Dot matrix

▶ (d) inkjet printer

6. In ATM machines, which one of the following is used to

▶ (a) Touch Screen

▶ (b) speaker

▶ (c) Monitor

▶ (d) Printer

7. When a system restarts ……………….. which type of booting is used.

▶ (a) Warm booting

▶ (b) Cold booting

▶ (c) Touch boot

▶ (d) Real boot

# 8. Expand POST

- ▶ (a) Post on self Test
- ▶ (b) Power on Software Test
- ▶ c) Power on Self Test
- ▶ (d) Power on Self Text

# 9. Which one of the following is the main memory?

► (a) ROM

► (b) RAM

► c) Flash Drive

► (d) Hard disk

## 10. Which generation of computer used IC's?

▶ (a) First

▶ (b) Second

▶ (c) Third

▶ (d) Fourth

# LESSON 2

## ONEWORDS

# 1. Which refers to the number of bits processed by a computer's CPU?

▶ A) Byte

▶ B) Nibble

▶ C) Word length

▶ D) Bit

## 2. How many bytes does 1 KiloByte contain?

▶ A) 1000

▶ B) 8

▶ C) 4

▶ D) 1024

## 3.   Expansion for ASCII

▶ A) American School Code for Information Interchange

▶ B) American Standard Code for Information Interchange

▶ C) All Standard Code for Information Interchange

▶ D) American Society Code for Information Interchange

## 4.    $2^{50}$ is referred as

- A) Kilo
- B) Tera
- C) Peta
- D) Zetta

5. How many characters can be handled in Binary Coded Decimal System?

- A) 64
- B) 255
- C) 256
- D) 128

6. For 11012 what is the Hexadecimal equivalent?

- A) F
- B) E
- C) D
- D) B

7.   What is the 1's complement of 00100110?

▶ A) 00100110

▶ B) 11011001

▶ C) 11010001

▶ D) 00101001

# 8. Which amongst this is not an Octal number?

- ▶ A) 645
- ▶ B) 234
- ▶ C) 876
- ▶ D) 123

# LESSON 3

## ONEWORDS

## 1. Which of the following is said to be the brain of a computer?

▶ (a) Input devices

▶ (b) Output devices

▶ (c) Memory device

▶ (d) Microprocessor

## 2. Which of the following is not the part of a microprocessor unit?

▶ (a) ALU

▶ (b) Control unit

▶ (c) Cache memory

▶ (d) register

## 3. How many bits constitute a word?

▶ (a) 8

▶ (b) 16

▶ (c) 32

▶ (d) determined by the processor used.

4. Which of the following device identifies the location when address is placed in the memory address register?

- ▶ (a) Locator
- ▶ (b) encoder
- ▶ (c) decoder
- ▶ (d) multiplexer

## 5. Which of the following is a CISC processor?

▶ (a) Intel P6

▶ (b) AMD K6

▶ (c) Pentium III

▶ (d) Pentium IV

## 6. Which is the fastest memory?

▶ (a) Hard disk

▶ (b) Main memory

▶ (c) Cache memory

▶ (d) Blue-Ray disk

7. How many memory locations are identified by a processor with 8 bits address bus at a time?

► (a) 28
► (b) 1024
► (c) 256
► (d) 8000

8. What is the capacity of 12cm diameter DVD with single sided and single layer?

► (a) 4.7 GB
► (b) 5.5 GB
► (c) 7.8GB
► (d) 2.2 GB

## 9. What is the smallest size of data represented in a CD?

▶ (a) blocks

▶ (b) sectors

▶ (c) pits

▶ (d) tracks

## 10. Display devices are connected to the computer through.

- ▶ (a) USB port
- ▶ (b) Ps/2 port
- ▶ (c) SCSI port
- ▶ (d) VGA connector

# LESSON 4

## ONEWORDS

# 1. Operating system is a

▶ A)Application Software

▶ B) Hardware

▶ C)System Software

▶ D)Component

## 2. Identify the usage of Operating Systems

▶ A)Easy interaction between the human and computer

▶ B)Controlling input & output Devices

▶ C)Managing use of main memory

▶ D)All the above

## 3. Which of the following is not a function of an Operating System?

▶ A)Process Management

▶ B)Memory Management

▶ C)Security management

▶ D)Complier Environment

## 4. Which of the following OS is Commercially licensed Operating system?

▶ (a) Windows

▶ (b) UBUNTU

▶ (c) FEDORA

▶ (d)REDHAT

## 5. Which of the following Operating systems support Mobile Devices?

▶ (a) Windows 7

▶ (b)Linux

▶ (c) BOSS

▶ (d) iOS

# 6. File Management manages

- ▶ (a) Files
- ▶ (b) Folders
- ▶ (c) Directory systems
- ▶ (d) All the above

## 7.   Interactive Operating System provides

▶ (a)Graphics User Interface(GUI)

▶ (b) Data Distribution

▶ (c) Security Management

▶ (d) Real Time Processing

## 8. An example for single task operating system is

- ▶ (a) Linux
- ▶ (b) Windows
- ▶ (c) MS-DOS
- ▶ (d) Unix

## 9. The File management system used by Linux is

- ▶ (a) ext2
- ▶ (b) NTFS
- ▶ (c) FAT
- ▶ (d)NFTS

# LESSON 5

## ONEWORDS

1. From the options given below, choose the operations managed by the operating system.

▶ a. Memory

▶ b. Processes

▶ c. Disks and I/O devices

▶ d. all of the above

# 2. Which is the default folder for many Windows Applications to save your file?

▶ a. My Document

▶ b. My Pictures

▶ c. Documents and Settings

▶ d. My Computer

3. Under which of the following OS, the option Shift + Delete – permanently deletes a file or folder?

▶ a. Windows 7

▶ b.Windows 8

▶ c.Windows10

▶ D. all the above

# 4. What is the meaning of "Hibernate" in Windows XP/Windows 7?

- ▶ a. Restart the Computer in safe mode
- ▶ b. Restart the Computer in hibernate mode
- ▶ c. Shutdown the Computer terminating all the running applications
- ▶ d. Shutdown the Computer without closing the running applications

5. The shortcut key used to rename a file in windows.

▶ a. F2

▶ b. F4

▶ c. F5

▶ D. F6

# LESSON 6

## ONEWORDS

# 1. Which is the opening screen of OpenOffice?

- ▶ a. Star desktop
- ▶ b. Star center
- ▶ c. Star screen
- ▶ d. Star window

2. Which option allows you to assign text, tables, graphics and other items to a key or key combination

► a. Autoformat

► b. Automatic

► c. Auto text

► d. Autographics

# 3. Which menu contains the Numbering option.

▶ a. File

▶ b. Edit

▶ c. Tools

▶ d. Format

# 4. Which is displayed at the top most part of the window?

▶ a. Menu bar

▶ b. Tool bar

▶ c. Title bar

▶ d. Format bar

5. Which is changing the default appearance of the text called?

▶ a. Text formatting

▶ b. Page formatting

▶ c. Special formatting

▶ d. Paragraph formatting

## 6. The Find & Replace option is available in which menu?

▶ a. File

▶ b. Edit

▶ c. Format

▶ d. Tools

# 7. Which button selects all instances of the search text in the document?

▶ a. Find

▶ b. Find All

▶ c. Replace

▶ d. Replace All

## 8. What is the shortcut key to go to the start of the document?

▶ a. Ctrl + Home

▶ b. Ctrl + End

▶ c. Home

▶ d. End

**9. What is the shortcut key for finding and replacing text in a document?**

▶ a. Ctrl + F1

▶ b. Ctrl + F4

▶ c. Ctrl + F5

▶ d. Ctrl +F

# 10) What is the short cut key for Undo?

▶ a. Ctrl + E

▶ b. Ctrl + U

▶ c. Ctrl + Z

▶ d. Ctrl +N

# LESSON 7

## ONEWORDS

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# 1. Which is the first electronic spreadsheet?

- (A) Excel
- (B) Lotus 1-2-3
- (C) Visicalc
- (D) OpenOffice Calc

## 2. Which of the following applications was the parent to OpenOffice Calc?

► (A)Visicalc

► (B) LibreCalc

► (C) Lotus 123

► (D) StarOffice Calc

# 3. Grid of cells with a programmable calculator:

- ▶ (A)Spreadsheet
- ▶ (B) Database
- ▶ (C) Word processor
- ▶ (D) Linux

# 4. A column heading in Calc is represented using

- ▶ (A)Number
- ▶ (B) Symbol
- ▶ (C) Date
- ▶ (D) Alphabet

# 5. Which key is used to move the cell pointer in the forward direction within the worksheet?

▶ (A)Enter

▶ (B) Tab

▶ (C) Shift + Tab

▶ (D) Delete

# 6. A formula in calc may begin with

▶ (A) =

▶ (B) +

▶ (C) -

▶ (D) All the above

# 7. What will be the result from the following formula (Assume A1=5, B2=2)? + A1^B2

- (A) 7
- (B) 25
- (C) 10
- (D) 52

# 8. What will be the result from the following expression (Assume H1=12, H2=12)? =H1<>H2

▶ (A) True

▶ (B) False

▶ (C) 24

▶ (D) 1212

# 9. Which of the following symbol is used to make a cell address as an absolute reference?

▶ (A) +

▶ (B) %

▶ (C) &

▶ (D) $

**10. Which of the following key combinations is used to increase the width of the current column?**

► (A)Alt + Right arrow

► (B) Ctrl + Right arrow

► (C)Alt + Left arrow

► (D) Ctrl + Left arrow

# LESSON 8

## ONEWORDS

# 1. Which is used to move quickly from one slide to another?

- ▶ A)Compass
- ▶ B)Navigator
- ▶ C)Fill color
- ▶ D)Page border

# 2. Which is the shortcut key to view the slideshow?

- A)F6
- B)F9
- C)F5
- D)F10

# 3. In Impress, which views shows thumbnail versions of all your slides arranged in horizonta rows.

▶ A)Notes

▶ B)Outline

▶ C)Handout

▶ D)Slide Sorter

# 4. Identify the default view in Impress.

- ► A)Normal
- ► B)Slide Sorter
- ► C)Handout
- ► D)Notes

# 5. Which menu contains the Slide Transition option?

- ▶ A)Slide Show
- ▶ B)View
- ▶ C)Tools
- ▶ D)Format

# 6. Identify the extension of the Impress presentation.

- ► A) .odp
- ► B) .ppt
- ► C) .odb
- ► D) .ood

7. In presentation tools, the entry effect as one slide replaces another slide in a slide show. Identify the option that suits after reading the statement.

▶ A) Animation

▶ B) Slide Transition

▶ C) Custom Animation

▶ D) Rehearse Timing

8. Vanya has made a presentation on "Global Warming". She wants to progress her slide show automatically while speaks on the topic in the class. Which features of Impress would she use?

▶ A)Custom Animation

▶ B)Rehearse Timing

▶ C)Slide Transition

▶ D)Either (a) or (b)

# LESSON 9

## ONEWORDS

# 1. What is the expansion of WLAN?

- ▶ a)Wireless Local Area Network
- ▶ b) Wired local Area Network
- ▶ c) Wireless Local Area Netware
- ▶ d) Wireless Area Netbande

## 2. Range of Campus Network is

- a) 10 KM
- b) 5 KM
- c) 25 KM
- d) 20 KM

# 3. Each computer on net is called

▶ a) host

▶ b) server

▶ c) workstation

▶ d) node

## 4. The internet is governed by

▶ a) ICANM

▶ b) ICANN

▶ c) ICMA

▶ d) ICNNA

# 5. Expansion of W3C

- ▶ a) World Wide Web Consortium
- ▶ b) Wide World Web Consortium
- ▶ c) World Web Wide Consortium
- ▶ d) World Wide Web Consortum

# 6. W3C was established in 1994 by

▶ a) Tim Berners-Lee

▶ b) Tim Burnard Lee

▶ c) Kim Berners

▶ d) Kim Bernard Lee

# 7. Hotspot uses which type of network services?

- ▶ a) LAN
- ▶ b) PAN
- ▶ c) WLAN
- ▶ d) CAN

# 8. USB WiFi adapters are often called as

▶ a) Data Card

▶ b) Pen Drive

▶ c) Dongles

▶ d) Memory Card

# 9. Looking for information on the internet is called

- a) Surfing
- b) Searching
- c) Finding
- d) glancing

# 10. Safari web browser was developed by

- ▶ a) Google
- ▶ b) Apple
- ▶ c) Microsoft
- ▶ d) Linux Corpn.

# 11. How many types of websites are available?

- a) 3
- b) 2
- c) 4
- d) 6

# LESSON 10

## ONEWORDS

# 1. HTML is acronym for

- ▶ (a) Hyper Transfer Markup Language
- ▶ (b) Hyper Text Markup Language
- ▶ (c) Hyper Transfer Makeup Language
- ▶ (d) Hyper Text Makeup Language

2. The coded HTML keywords that indicates how web browser should format and display the content is called…….

▶ (a) Tags

▶ (b) Attributes

▶ (c) Headings

▶ (d) Body

## 3. Which of the following is a special word used inside tag to specify additional information to the tag?

▶ (a) Tags

▶ (b) Attributes

▶ (c) Headings

▶ (d) Body

# 4. HTML tags should be specified within:

- (a) [ ]
- (b) { }
- (c) ( )
- (d) < >

# 5. An HTML document is bounded within a pair of ….. tags

▶ (a) <body> ……. </body>

▶ (b) <title> ……. </title>

▶ (c) <html> ……. </html>

▶ (d) <head> …… </head>

# 6. Which of the following symbol is used to define a closing tag?

- ▶ (a) < >
- ▶ (b) %
- ▶ (c) /
- ▶ (d) \

# 7. Which section of the browser window displays the main contents?

- ▶ (a) Head
- ▶ (b) Body
- ▶ (c) Title
- ▶ (d) Heading

# 8. Which of the following tag is a structural tag?

- (a) <html>
- (b) <h1>
- (c) <br>
- (d) <p>

# 9. In HTML, colours are represented as

▶ (a) Binary values

▶ (b) Octal values

▶ (c) Decimal values

▶ (d) Hexadecimal values

10. Which of the following symbol is used to prefix with hexadecimal value representing colour in HTML?

▶ (a) %

▶ (b) #

▶ (c) @

▶ (d) &

## 11. Which of the following attribute is used to change text colour within body tag?

▶ (a) bgcolor

▶ (c) background

▶ (c) text

▶ (d) color

## 12. Within body section, which of the following attribute is used to set top margin?

► (a) margin

► (b) top

► (c) topmargin

► (d) leftmargin

## 13. How many levels of heading tags available in HTML?

- ▶ (a) 6
- ▶ (b) 4
- ▶ (c) 8
- ▶ (d) 3

# 14. The tag used to insert a line break:

- (a) <h1>
- (b) <br>
- (c) <html>
- (d) <p>

# 15. The tag used to define a paragraph in HTML:

- ▶ (a) <para>
- ▶ (b) <p>
- ▶ (c) <q>
- ▶ (d) <br>