

1. --- Is the most widely used medium for telecommunications
 - a) Twisted Pair
 - b) Coaxial Cable
 - c) Optical Fiber
 - d) None of the above

2. --- Is widely used medium of communication for cable television systems
 - a) Twisted Pair
 - b) Coaxial Cable
 - c) Optical fiber
 - d) None of the above

3. ---- Cable consists of one or more filaments of glass fiber wrapped in protective layers that carries data by means of pulses of light
 - a) Twisted Pair
 - b) Coaxial Cable
 - c) Optical fiber
 - d) None of the above

4. ---- Is a computer network used for communications among computers and different information technological devices close to one person
 - a) Personal Area Network
 - b) Local Area Network
 - c) Metropolitan Area Network
 - d) Wide Area Network

5. ---- Is a collection of conceptual tools for describing data, data relationships, data semantics and constraints
 - a) Data base
 - b) Data Model
 - c) E_R Model
 - d) None of the above

6. Association among two or more entities called
 - a) Entity
 - b) Entity set
 - c) Relationship
 - d) Degree of relation

7. DDL stands for
 - a) Data Definition Language
 - b) Data Delete Language
 - c) Data Device Language
 - d) Database Definition Language

8. SDL stands for
 - a) Storage Definition Language
 - b) Save Definition Language
 - c) Storage Database Language
 - d) Shortcut Definition Language

9. DML stands for
 - a) Date Manipulation Language
 - b) Database Manipulation Language
 - c) Data Manuscript Language
 - d) Data Manipulation Language

10. ---- Is the language that enable user to access or manipulate data as organized by appropriate data model
 - a) DML
 - b) SDL
 - c) DDL
 - d) All of the above

11. ---- Is the language to specify the internal schema. (This language may specify the mapping between two schemas)
 - a) DML
 - b) SDL
 - c) DDL
 - d) None of the above

12. All candidate keys excluding the primary key are known as
 - a) Compound key
 - b) Partial key
 - c) Alternative key
 - d) None of the above

13. The user commands that are used to interact with a database is called as
 - a) Query
 - b) Interaction
 - c) Command
 - d) Instruction

14. The updates that are applied to database before it becomes effective in real world

- a) Retroactive update
- b) Proactive update
- c) Simultaneous update
- d) All of the above

15. The updates that are applied to database after it becomes effective in real world

- a) Retroactive update
- b) Proactive update
- c) Simultaneous update
- d) All of the above

16. The updates that are applied to database at the same time when it becomes effective in real world

- a) Retroactive update
- b) Proactive update
- c) Simultaneous update
- d) All of the above

17. Match the following (select the test by using the key board)

- | | |
|--|---------------------------|
| a) A word from its beginning to its end | 1. CTRL+ DOWN ARROW |
| b) A paragraph from its begging to its end | 2. CTRL+LEFT ARROW |
| c) The entire document | 3. CTRL+SHIFT+RIGHT ARROW |

- a) a-3,b-1,c-2
- b) a-3,b-2,c-3
- c) a-3,b-2,c-1
- d) a-2,b-3,c-1

18. Match the following (Move through your document)

- | | |
|-------------------------------|---------------------|
| a) One character to the left | 1. CTRL+RIGHT ARROW |
| b) One character to the right | 2. CTRL+LEFT ARROW |
| c) One word to the left | 3. RIGHT ARROW |
| d) One word to the right | 4. LEFT ARROW |

- a) a-4,b-3,c-2,d-1
- b) a-4,b-2,c-3,d-1
- c) a-1,b-3,c-4,d-1
- d) a-2,b-1,c-3,d-4

19. Match the following and move

- a) One paragraph down
- b) To the beginning of a document
- c) To the end of a document
- d) Up one screen at a line
- e) Down one screen at a time

- 1. CTRL+END
- 2. PAGE DOWN
- 3. CTRL+HOME
- 4. CTRL+DOWN ARROW
- 5. PAGE UP

- a) a-5,b-3,c-1,d-4,e-2
- b) a-4,b-3,c-2,d-5,e-1
- c) a-3,b-4,c-1,d-5,e-2
- d) a-4,b-3,c-1,d-5,e-2

20. In a word document Red underline indicates

- a) Possible spelling error/word doesn't recognize a word
- b) Word thinks that grammar should be revised
- c) A word is spelled correctly, but does not seem to be the correct word sentence
- d) All of the above

21. In a word document Green underline indicates

- a) Possible spelling error/word doesn't recognize a word
- b) Word thinks that grammar should be revised
- c) A word is spelled correctly, but does not seem to be the correct word sentence
- d) All of the above

22. In a word document Blue underline indicates

- a) Possible spelling error/word doesn't recognize a word
- b) Word thinks that grammar should be revised
- c) A word is spelled correctly, but does not seem to be the correct word sentence
- d) All of the above

23. By default the Microsoft word document will be saved into a folder called

- a) Desktop
- b) My documents
- c) D drive
- d) Personal folder

24. What is the default file name for the word document?
- Taken from the text at the start of the document
 - Word document
 - Both (a) and (b)
 - None of the above
25. In word-2010 --- is the key to see numbers and letters displayed over icons, tabs or commands towards the top of your screen?
- Ctrl key
 - Tab key
 - Alt key
 - None of the above
26. --- Is the keyboard shortcut key to close the word program
- Alt+F4
 - Alt+F5
 - Alt+F6
 - Alt+F7
27. How will you remove all formatting added to your documents (such as bold, italics, and underline etc.)
- Save
 - Save as plain text file
 - Save as
 - All of the above
28. --- Is the file format we can use to distribute the document to some one using totally different word processing program from a different software manufacturer, such as word perfect
- Word document (.doc)
 - Rich Text Format (.RTF)
 - Both (a) and (b)
 - None of the above
29. --- Is the Icon to magnify or reduce the display
- Print layout
 - Zoom
 - View
 - All of the above

30. Match the following

- | | |
|----------|-----------|
| a) Cut | 1. CTRL+C |
| b) Copy | 2. CTRL+V |
| c) Paste | 3. CTRL+X |

- a) a-1, b-3, c-2
- b) a-2, b-1, c-3
- c) a-3, b-1, c-2
- d) a-3, b-2, c-1

31. What is text formatting?

- a) Formatting characters and words with in a document
- b) Saving the word document
- c) Both (a) and (b)
- d) None of the above

32. By default MS-Word 2010 uses a font called

- a) Arial
- b) Times New roman
- c) Tahoma
- d) Caliber

33. Superscript refers to ---

- a) Characters displayed below the line of the normal text
- b) Characters displayed above the line of the normal text
- c) Both (a) and (b)
- d) None of the above

34. Subscript refers to ---

- a) Characters displayed below the line of the normal text
- b) Characters displayed above the line of the normal text
- c) Both (a) and (b)
- d) None of the above

35. $(a+b)^2$ is an example for ----

- a) Subscript
- b) Superscript
- c) Both (a) and (b)
- d) None of the above

36. x^2 is an example for
- a) Subscript
 - b) Superscript
 - c) Both (a) and (b)
 - d) None of the above
37. You need to find a particular word or phrase and replace this item with alternative text, what is the keyboard shortcut key
- a) Ctrl+G
 - b) Ctrl+P
 - c) Ctrl+H
 - d) Ctrl+F
38. --- Is the path to create Header/Footer
- a) Insert/Header & Footer
 - b) File/Header & Footer
 - c) Edit/Header & Footer
 - d) None of the above
39. --- Is the path to create footnotes
- a) References/footnote
 - b) Insert/footnote
 - c) Edit/footnote
 - d) None of the above
40. --- Is the path to save a document in PDF format
- a) Edit/Save as/PDF/Save
 - b) File/Save as/PDF/Save
 - c) Both (a) and (b)
 - d) None of the above

KEY

1	2	3	4	5	6	7	8	9	10
A	B	C	A	B	C	A	A	D	A
11	12	13	14	15	16	17	18	19	20
B	C	A	B	A	C	A	A	D	A
21	22	23	24	25	26	27	28	29	30
B	C	B	A	C	A	B	B	B	C
31	32	33	34	35	36	37	38	39	40
A	D	B	A	B	A	C	A	A	B

