Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	In Email CC means Courtesy Copy	TRUE	FALSE			B
2	HTTP is abbreviation of _____	Hypertext transport policy	Hypertext transport permission	Hypertext transport port	Hypertext transfer Protocol	D
3	In _____ type of memory when supply is cut off, memory content are lost.	Permanent	Volatile	Both A And B	None Of Above	B
4	_____ is Secondary storage device	Hard Disk	Memory Card	Pen Drive	All of these	D
5	Arrow keys is also called as _____	Combination	Navigation	Addition	Changing	B
6	In _____ view, page number gets displayed.	Web Layout	Normal	Home	Print Layout	D
7	_____ is not a font style.	Bold	Italics	Regular	Superscript	D
8	_____ is not a type of page margin.	Left	Right	Center	Top	C
9	_____ Is made up of Rows and Columns.	Text Box	Rectangles	Borders	Table	D
10	Word's default alignment is _____	Left Align	Right Align	Justify	Center	A
11	= Today(), is a function used to get the current _____	Year	Date	Month	Time	B
12	What is the keyboard shortcut to select all in a worksheet ?	Ctrl+ a	Ctrl+ l	Ctrl+ c	Ctrl+ h	A
13	What is the keyboard shortcut to print a worksheet in in MS Excel 2019 ?	Ctrl+ t	Ctrl+ l	Ctrl+ p	Alt+P	C
14	_____ Collection is called as Workbook.	Worknote-Book	Work Document	Chart Book	Worksheet	D
15	Only Graph is provided in _____ Type of Sheet.	Worksheet	Chartsheet	Macrosheet	None of these	B

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
16	In .... view we can see only one slide at a time and can do editing in the same.	Slide Sorter	Normal	Outline View	Slide Show	B
17	The extension .pptx is _____ with the file name on the title bar.	displayed	not displayed	shown	deleted	B
18	With the help of _____ option color of pen can be set.	Pointer	Arrow	Animation	Pen color	D
19	Slides Can be created in MS-PowerPoint.	TRUE	FALSE			A
20	How many types of orientation are available in MS-PowerPoint	1	2	3	4	B
21	8 bits= _____	1 Byte	1024 Bytes	4 Bytes	1 Kilobytes	A
22	Videsh Sanchar Nigam Ltd. is VSNL long form.	TRUE	FALSE			A
23	Which of the terms as browser?	Launcher	Email	Netscape	World Wide Web	C
24	⋮ ⋮ ⋮ ⋮ ⋮..is measured in pixels.	Computer memory	Speed of RAM	Size of CPU	Screen resolution	D
25	⋮ ⋮ ⋮ ⋮ ⋮.. Is an example of programming language.	Binary	Java	Bite Code	Bit Code	B