Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	_____Device is used to draw diagrams, lines, circles etc.	Keyboard	Mouse	Scanner	All Of Above	B
2	Comparison process is done in _____ Operations.	Arithmetic	Logical	Binary	Bits	B
3	box containing _____ is called as cabinet.	UPS	CPU	SMPS	HDD	B
4	-------------- types of computers does the data interpretation in form of 0 & 1.	Digital	Analog	Hybrid	Logic	A
5	---------- and printer are commonly used output devices.	Monitor	Unix	Windows	Webcam	A
6	The ⋮ ⋮ ⋮ following option is not available in View Tab.	Ruler	Bold	Gridlines	Zoom	B
7	⋮ ⋮ ⋮ Is not a font face.	Bold	Arial	Calibri	Times New Roman	A
8	The software used for the purpose of Document creation is called as ⋮ ⋮ ⋮ ⋮.	Excel Processor	PowerPoint	Word Processor	Window	C
9	⋮ ⋮.. tab is used to insert the shapes into the document.	Insert	Tools	File	Design	A
10	⋮ ⋮.. tab is used to insert the wordart into the document.	Home	Insert	Data	View	B
11	_____ Means instruction to perform calculations.	Text	Formula	Number	Cell Reference	B
12	With ⋮ ⋮ ⋮. Function, we get minimum Value in Range.	=SUM()	=Min()	=Average()	=Max()	B
13	With ⋮ ⋮ ⋮. Function, we get the average of values in Range.	Sum	MIN	Average	Max	C
14	_____ Function converts the number into nearest integer.	if()	Min()	Round()	int()	D

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15	We cannot arrange window in --- format	Cascade	Line	Vertical	Cross	D
16	To Insert chart _____ Command is used.	Insert Chart	Insert Picture	Insert Wordart	Table	A
17	In order to edit a chart you can _____	triple click on chart	click and drag a chart	double click the chart	drag the chart	C
18	Clip Art command is available in _____ tab in PowerPoint	Home	Insert	Transition	View	B
19	You can insert clip arts online as well as offline	TRUE	FALSE			A
20	Clip Art Option is given in _____ Tab.	Edit	Insert	View	Window	B
21	_____are also called as personal computers.	Super Computers	Mainframe Computers	Mini Computers	Micro Computers	D
22	_____ Is an example of programming language.	Unix	Windows NT	C++	Linux	C
23	_____ Unit controls all parts of a computer.	Input	Output	Control	Memory	C
24	_____means set of instructions given to the computer.	software	Hardware	Program	Process	C
25	_____ is WAN type of network.	Internet	Browser	Webpage	Home page	A