

Basics of Computer Hardware and Software CHF-101

Time allowed: 1.5 Hrs
Maximum Marks: 50

Roll no.....
Minimum Pass Marks: 33%

Instructions: Theory paper will consist of Fifty multiple choice questions of 1 mark each.
 Note: All Questions are Compulsory. Tick (✓) the Correct option

1. In computer system memory unit RAM stands for
 - A. Read And Memory
 - B. Read Arithmetic Memory
 - C. Random Access Memory
 - D. Random Arithmetic Memory
2. Wireless mouse is an example of
 - A. Input Device
 - B. Output Device
 - C. Storage Device
 - D. None of the Above
3. The full form of CPU is
 - A. Control Payment Unit
 - B. Central Processing Unit
 - C. Complement Processing Unit
 - D. Central Pin Unit
4. Visual Display Unit is an example of
 - A. Input/Output Device
 - B. Storage Element
 - C. Refreshing Unit
 - D. Computer System
5. The parts of the computer system that can be touched are
 - A. Software
 - B. Hardware
 - C. Application Program
 - D. System Program
6. The memory unit ROM stands for
 - A. Random Object memory
 - B. Random Only Memory
 - C. Random Out Memory
 - D. Read Only Memory
7. Which one from the following options is not an output device?
 - A. Mouse
 - B. Printer
 - C. Plotter
 - D. Visual Display Device
8. Which among the following hardware you usually cannot find in the CPU casing?
 - A. Video Card
 - B. Sound Card
 - C. Wi-Fi Card
 - D. Video display Unit
9. Which hardware device is required for internet connection?
 - A. CD Drive
 - B. Modem
 - C. CDD
 - D. DVD
10. What is a light pen?
 - A. A Mechanical Input Device.
 - B. Optical Input Device
 - C. Optical Output Device
 - D. None of these.
11. In the central processing unit of a computer system, ALU is
 - A. Arithmetic Logic Unit
 - B. Array Logic Unit
 - C. Application Logic Unit
 - D. Arithmetic Line Unit
12. Where are data and programme stored when the processor uses them?
 - A. Main memory
 - B. Secondary memory
 - C. Disk memory
 - D. Programme memory
13. Which of the following is a storage device?
 - A. Tape
 - B. Hard Disk
 - C. Floppy Disk
 - D. All of the above
14. Personal computers use a number of chips mounted on a main circuit board. What is the common name for such boards?
 - A. Daughter board
 - B. Motherboard
 - C. Father board
 - D. Breadboard
15. Which of the following is also known as brain of computer?
 - A. Control unit
 - B. Central Processing unit
 - C. Arithmetic and language unit

D. Monitor

16. Dot matrix printer is an example of
A. Spray Printer
B. Non-impact printer
C. Impact Printer
D. All of the above
17. DVD stands for
A. Digital Variable Disk
B. Digital Varied Disk
C. Digital Versatile Disk
D. None of the Above
18. SSD stands for
A. Solid State Document
B. Solid State Door
C. Solid State Storage Device
D. Solid State Drive
19. What is the full form of SMPS?
A. Switched mode Power Supply
B. Start mode power supply
C. Store mode power supply
D. Single mode power supply
20. An area of a computer that temporarily holds data waiting to be processed is.....
A. CPU
B. Memory
C. Storage
D. File
21. ALU and Control Unit jointly known as
A. RAM
B. ROM
C. CPU
D. PC
22. All of the following are examples of storage devices except:
A. hard disk drives
B. printers
C. floppy disk drives
D. CD drives
23. A modem is connected to
A. a telephone line
B. a keyboard
C. a printer
D. a monitor
24. Cathode Ray Tube is a form of.....
A. Keyboard
B. Mouse
C. Monitor
D. Mother board
25. are used for plotting graphs and design on papers.
A. Trackball
B. Joystick
C. Light pen

D. Plotters

26. What is the default left margin in Word 2003 document?
A. 1"
B. 1.25"
C. 1.5"
D. 2"
27. What is the default file extension for all Word documents?
A. .txts
B. .word
C. .docs
D. .docx
28. Ctrl + Z
A. Undo the last Action
B. Redo the last Action
C. Add the new page
D. Paste the contents from clipboard
29. How can you increase the font size of selected text by one point every time?
A. By pressing Ctrl +]
B. By pressing Ctrl + [
C. By pressing Ctrl + }
D. By pressing Ctrl + {
30. Which would you choose to save a document with a new name?
A. Press Ctrl+S
B. Click File, Save
C. Click Tools, Options
D. Click File, Save As
31. What is the shortcut key to "Insert Hyperlink" in a document?
A. Ctrl + H
B. Ctrl + L
C. Ctrl + K
D. None of above
32. Which key is used to select all the text in the document?
A. Ctrl+T
B. Ctrl+A
C. Ctrl+F
D. Ctrl+N
33. Which of the following helps to reduce spelling error in the document?
A. Auto Format
B. Auto Correct
C. Smart Tags
D. Auto Text
34. Multiple calculations can be made in a single formula using
A. standard formulas
B. array formula
C. complex formulas

- D. smart formula
35. In a worksheet you can select
- The entire worksheet
 - Rows
 - Columns
 - All of the above
36. Excel files have a default extension of
- Xls
 - XlW
 - Wk1
 - 123
37. You can enter which types of data into worksheet cells?
- Labels, values, and formulas
 - Labels and values but not formulas
 - Values and formulas but not labels
 - Formulas only
38. You can edit a cell by
- Clicking the formula button
 - Double clicking the cell to edit it in-place
 - Selecting Edit>Edit Cell from the menu
 - None of above
39. To copy cell contents using drag and drop press the
- End key
 - Shift key
 - Ctrl key
 - Esc key
40. Which of the following formulas is not entered correctly?
- =10+50
 - =B7*B1
 - =B7+14
 - 10+50
41. To drag a selected range of data to another worksheet in the same workbook, use the
- Tab key
 - Alt key
 - Shift key
 - Ctrl key
42. PowerPoint presentations are widely used as
- note outlines for teachers
 - project presentations by students
 - communication of planning
 - All of above
43. Which menu provides you options like Animation Scheme, custom Animation, Slide Transition?
- Insert Menu
 - Format Menu
 - Tools Menu
 - Slide Show Menu
44. Which short cut key inserts a new slide in current presentation?
- Ctrl+N
 - Ctrl+M
 - Ctrl+S
 - All of above
45. From which menu you can access Picture, Test Box, Chart etc?
- File
 - Edit
 - Insert
 - View
46. If you select Insert >> Picture >> From File
- You can insert pictures and clipart
 - You can insert clipart only
 - you can insert pictures only
 - None of above
47. To start slide show of a presentation
- Hit F5 key
 - From Slide Show menu choose View Show option
 - From Slide Show menu choose Rehearse timing
 - both a & b
48. To insert slide numbers
- Insert a text box and select Insert >> Page Number
 - Insert a textbox and select Insert >> Number >> Page Number
 - Choose Insert >> Slide Number
 - Insert a new text box and select Insert >> slide Number
49. to insert a hyperlink in a slide
- Choose Insert >> Hyperlink
 - Press Ctrl + K
 - Hyperlinks can't be inserted in slides
 - both a & b
50. In order to edit a chart, you can
- Triple click the chart object
 - Click and drag the chart object
 - Double click the chart object
 - Click the chart object