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94.00% 47 / 50

Student Name	PRITAM NAIK	Access Code	0756
Attempt No.	#1	Completion Time	02:35 PM
Rank	#1	Total Questions	50

47 SCORE

50 MAX MARKS

47 CORRECT

3 INCORRECT

Answer Review

Q1 **CORRECT** If one can use a computer and the internet comfortably. It is called _____?.

A. Sports Literacy

B. Digital Literacy

C. Cultural Literacy

D. Language Literacy

Q2 **CORRECT** In which of the following tasks, do we need digital literacy?

A. Finding information online

B. Creating a Resume

C. Communicatio n through emails

D. All of these

Q3 **CORRECT** Which of the following can be done without the help of internet?

A. Painting a wall

B. Searching for jobs online

C. Watching videos online

D. Creating a Digital Resume

Q4 **CORRECT** Krishna is a teacher, he wants to conduct classes online. Which of these devices can he use?

A. Computer

B. Laptop

C. Tablet

D. All of these

Q5 **CORRECT** Saleem needs to talk about digital skills that are required at work. Which of these works needs digital skills?

A. Communicatin g through emails and chat

B. Creating and editing documents and worksheets

C. Creating and editing worksheets

D. All of these

Q6 **CORRECT** Which of the following is not a part of a desktop Computer?

A. Monitor

B. Antenna

C. Web Camera

D. Mouse

Q7 **CORRECT** What does CPU stand for?

- A. Cost per unit
- B. Central power unit
- C. Central Processing Unit
- D. Cutting power unit

Q8 **CORRECT** _____ is called as the brain of the computer.

- A. Web Camera
- B. Trackpad
- C. Monitor
- D. Central Processing Unit

Q9 **CORRECT** Safeena wants to talk to her friend on a video call. Which of the following is necessary for a video call on a desktop computer?

- A. Trackpad
- B. Remote
- C. Printer
- D. Web Camera

Q10 **CORRECT** Rashmi recently bought a new laptop after her old computer stopped working. Which part of the laptop works like a mouse?

- A. Trackpad
- B. Speakers
- C. Keyboard
- D. Desktop

Q11 **CORRECT** Where is the power button located on a desktop computer?

A. On the Keyboard

B. On the CPU

C. On the Speaker

D. On the Mouse

Q12 **CORRECT** _____ is the most commonly used word for switching off a computer.

A. Hang Up

B. Switch On

C. Shut Down

D. Power On

Q13 **CORRECT** Which of the following devices can be connected using bluetooth?

A. Mouse

B. Earphones

C. Speakers

D. All of these

Q14 **CORRECT** Sonu wants to connect a device wirelessly to a computer. What technology can he use?

A. Bluetooth

B. Wire

C. Switch

D. USB

Q15 **CORRECT** Rajesh does not know how to connect to earphones using Bluetooth. What should he do?

- A.** Use Google search
- B.** Throw away the earphones
- C.** Purchase new earphones
- D.** Sell the earphones

Q16 **CORRECT** _____ is the software that is put in a computer so that one can use it.

- A.** Operating System
- B.** Software
- C.** App Store
- D.** Settings

Q17 **CORRECT** Which of the following is the most common operating system?

- A.** Printer
- B.** MS Office
- C.** Router
- D.** Windows

Q18 **CORRECT** Full form for OS is_____.

- A.** Operating System
- B.** Opening Screen
- C.** Opening Software
- D.** Original System

Q19 **CORRECT** Riya does not know which version of windows is installed on her laptop. How can she identify the version?

- A. By uninstalling the windows
- B. By looking at the opening screen**
- C. By shutting down the computer
- D. By reinstalling the windows

Q20 **CORRECT** Nayan wants to search for a file quickly on his computer. What should he do?

- A. Click on ?Type here to search?**
- B. Search on Play Store
- C. Restart the computer
- D. Use Bluetooth

Q21 **CORRECT** On a computer, a file can be created using which of these applications?

- A. MS Word
- B. MS Excel
- C. MS Powerpoint
- D. All of these**

Q22 **CORRECT** What is the shortcut key to save a file?

- A. Ctrl+S**
- B. Ctrl+X
- C. Ctrl+V
- D. Ctrl+P

Q23 **CORRECT** What is the shortcut key to copy a file?

A. Ctrl+C

B. Ctrl+X

C. Ctrl+S

D. Ctrl+P

Q24 **CORRECT** Nimal wants to transfer files from one location to another on her laptop. Which of the following actions can she take to do so?

A. Click on power off button

B. Select the file, press Ctrl X to cut and Ctrl V to paste it

C. Click on escape button

D. Click on backspace button

Q25 **CORRECT** Krupa wants to safeguard the information on her system. Which of the following is the correct way to store information safely on a computer?

A. Set a strong password for your computer.

B. Always close/ lock your computer when you are not using it

C. Save the files with a clear name.

D. All of these

Q26 **CORRECT** Which of these is the short cut for making the text bold?

A. Ctrl+S

B. Ctrl+B

C. Ctrl+U

D. Ctrl+I

Q27 **CORRECT** _____ is at the top of the MS Word screen.

A. Menu Bar

B. Taskbar

C. Space Bar

D. Scroll bar

Q28 **CORRECT** The _____ tab helps to change the type of page. (portrait or landscape)

A. Layout

B. Insert

C. Design

D. Review

Q29 **CORRECT** Joseph wants to make the letters in the words slant to one side. Which option should he use?

A. Bold

B. Italic

C. Underline

D. Numbered List

Q30 **CORRECT** Amira wants to underline the title of her document. Which shortcut key should she use?

A. Ctrl+S

B. Ctrl+B

C. Ctrl+U

D. Ctrl+I

Q31 **CORRECT** In MS Word, you can change the text in the document to look different. This process is called_____?.

A. Printing

B. Saving

C. Deleting

D. Formatting

Q32 **CORRECT** What is the shortcut key for Undo?

A. Ctrl+Z

B. Ctrl+B

C. Ctrl+U

D. Ctrl+I

Q33 **CORRECT** What is the shortcut key for Print?

A. Ctrl+Z

B. Ctrl+B

C. Ctrl+U

D. Ctrl+P

Q34 **CORRECT** Krish made a typing mistake and wants to go back to the previous sentence. Which option should he use?

A. Save

B. Print

C. Undo

D. Cut

Q35 **CORRECT** Paul is saving his Word document for a project. Which layout format should he use for official documents?

A. Portrait

B. Landscape

C. Cut

D. Undo

Q36 **CORRECT** _____ is a tool to organize a large amount of data in an easy and understandable way.

A. Excel

B. Chrome

C. Paint

D. Print

Q37 **CORRECT** Which of the following can be done using Excel?

A. Save the document

B. Make complicated calculations with numbers

C. Print the document

D. All of these

Q38 **INCORRECT** Each new page in the excel worksheet is called a_____.

A. Sheet

B. Row

C. Column

D. Cell

Q39 **INCORRECT** Harsha has selected a single line of cells from top to bottom. She has selected a _____?.

A. Page

B. Row

C. Column

D. Cell

Q40 **CORRECT** Mohit wants to move from one cell to another. He can do that by using the ____? on the keyboard.

A. Ctrl+Z

B. Arrow keys

C. Ctrl+B

D. A1,B1.C1 ...

Q41 **CORRECT** What happens when we use this function? =SUM(B4:G4)

A. The numbers in cells from B4 to G4 are added

B. The number in B4 is deleted

C. The number from B4 will be copied

D. The number from G4 will be copied

Q42 **CORRECT** What happens when we use this function? =AVERAGE(B4:G4)

A. The average of numbers in cells from B4 to G4 is calculated

B. The number in B4 is deleted

C. The number from B4 will be copied

D. The number from G4 will be copied

Q43 **INCORRECT** Which of the following is the symbol of AutoSum?

A. ?

B. Z

C. X

D. Y

Q44 **CORRECT** Vanaja wants to save her excel workbook. How can she do it?

A. By closing the sheet

B. By pressing Ctrl and S on the keyboard

C. By deleting it

D. By writing it

Q45 **CORRECT** Trisha entered a number in E column and row 5. What is the name of that cell?

A. E1

B. E

C. E5

D. 5

Q46 **CORRECT** Which of the following are the ways to connect your device to the internet?

A. Use a mouse

B. Using a wifi or mobile data connection

C. Use a printer

D. Use bluetooth

Q47 **CORRECT** Which of the following tasks can be done using the internet?

- A. Finding Information about job openings
- B. Create a digital resume and forward it to different companies
- C. Learning new skills
- D. All of these**

Q48 **CORRECT** Which of the following are the top benefits of using the internet?

- A. Speed of communication
- B. Safety
- C. Access to information
- D. All of these**

Q49 **CORRECT** Jerry wants to use his mobile data to get the internet on other devices. Which devices can use mobile data?

- A. Tablet**
- B. Washing machine
- C. Gas oven
- D. Landline phone

Q50 **CORRECT** Ram wants to use the Wi-Fi connection. What should he do?

- A. Connect to a Wi-Fi network he is familiar with**
- B. Connect to any WiFi network available
- C. Do not connect to any Wifi network that needs a password. It may not be safe.
- D. Connect to any WiFi network shared by a stranger.