

Duration: 30 Mins

Total Marks: 25

ID: ITISKILL0442II

Student Name: \_\_\_\_\_ Roll No: \_\_\_\_\_

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

- A) Underline                      B) Bold  
C) Italic                              D) Numbered List

2. Komal wants to regularly monitor her body conditions like temperature and heartbeat. Which of the following device can help her?

- A) Calculator                      B) Siri  
C) Mobile Phone                  D) Smart watch

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

- A) Landscape                      B) Undo  
C) Portrait                          D) Cut

4. Radha wants to use social media for her professional growth. She could join groups according to her \_\_\_\_.

- A) qualification                      B) age  
C) mood                              D) career or subject interests

5. Which of the following can be done without the help of internet?

- A) Searching for jobs online      B) Creating a Digital Resume  
C) Watching videos online        D) Painting a wall

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

- A) Laptop                              B) Computer  
C) Tablet                              D) All of these

7. Which of the following is a correct Gmail id?

- A) gmail@xyz                      B) xyz@gmail  
C) xyz@ outlook.gmail            D) xyz@gmail. com

8. 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      B) Save the files with a clear  
your computer.                      name.

C) Always close/ lock your computer when you are not using it  
D) All of these

9. In MS Word, you can change the text in the document to look different. This process is called\_\_\_\_\_?.

- A) Printing                              B) Saving  
C) Formatting                          D) Deleting

10. To find list of Participants in a Zoom meeting, click on participants option on \_\_\_\_?of the screen.

- A) Bottom                              B) Top  
C) Right Side                          D) Left Side

11. \_\_\_\_\_is a tool that blocks unsafe pages when you are using a search engine.

- A) Safe search                          B) Telegram  
C) Web page                              D) Google

12. Preeti wants to find a video on pasta recipe. Which of the following mobile apps can she use for the same?

- A) YouTube                              B) Email  
C) Whatsapp                              D) Mobile Banking

13. Which of the following websites is helpful in learning and career growth?

- A) All of these                          B) Coursera  
C) Khan Academy                      D) Codecademy

14. \_\_\_\_\_is called the library of internet.

- A) Hardware                              B) Search Engine  
C) Mouse                                  D) Software

15. Jyothi learned that all the information is stored in 'web pages'. What is the role of web pages?

- A) None of these                          B) 'Web pages' act as a  
search engine  
C) 'Web pages' act as a                  D) 'Web pages' act as  
library                                      internet

16. In which of the following tasks, do we need digital

literacy?

- A) All of these
- B) Communication through emails
- C) Creating a Resume
- D) Finding information online

17. Which of the following is a smart device?

- A) Smart Watch
- B) All of these
- C) Smart Phone
- D) Smart TV

18. Which of the following is not a part of a desktop Computer?

- A) Web Camera
- B) Antenna
- C) Mouse
- D) Monitor

19. 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) Click on backspace button
- C) Select the file, press Ctrl X to cut and Ctrl V to paste it
- D) Click on escape button

20. Maya wants to find the capital of Germany, Which of the following search engines can she use to find the information?

- A) All of these
- B) Google
- C) Bing
- D) Yahoo

21. Which website to use to book the train tickets

- A) <http://www.igod.gov.in>
- B) <http://www.india.gov.in/>
- C) <https://myaadhaar.uidai.gov.in>
- D) <http://www.irctc.co.in>

22. Naina wants to take a few safety Measures on Social media. What does that refers to?

- A) Do not send a rude or mean comment
- B) Do not share personal information
- C) Do not share information with unknown people
- D) All of these

23. Priya wants to apply for her Aadhaar Card as its an important document to be submitted while joining a new job. Which of the following government portals will be helpful for her?

- A) <https://myaadhaar.uidai.gov.in>
- B) All of these
- C) <http://www.swayam.gov.in/>
- D) <http://www.india.gov.in/>

24. \_\_\_\_\_ is called as the brain of the computer.

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

25. Which of the following are the top benefits of using the internet?

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