

# First Preparatory Exam - 06-Jun-2026

Q. ID: ITISKILL3925VI

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Trade Theory

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Trinity ITI udyavara

Question Paper

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Score: 76/100 (76.00%)

Code: 4080

1. What is the capacity of typical DVD?

- A) 40 MB  
B) 50 MB  
C) 60 MB (Incorrect)  
D) **4.7 Gb**

2. Which process is used to record data on to an optical disc?

- A) **Burning**  
B) Reading (Incorrect)  
C) Accepting  
D) Accessing

3. Which software interface the major hardware components of the computer with OS?

- A) **BIOS (Correct)**  
B) CMOS  
C) DOS  
D) POST

4. What is BIOS?

- A) **firmware**  
B) Hardware  
C) Middleware  
D) Software (Incorrect)

5. Which system is used by Bluetooth for Broadcasting?

- A) Satellite  
B) Microwaves  
C) Telephone lines  
D) **Radio waves (Correct)**

6. Which program is used to enable the devices to work with OS ?

- A) Antivirus  
B) **Device driver**  
C) System Software  
D) Application Software (Incorrect)

7. Which key is used to open CMOS setup utility?

- A) Alt (Incorrect)  
B) **Del**  
C) Enter  
D) Tab

8. What is the process of deleting all the data on the hard drive?

- A) Delete (Incorrect)  
B) Erase  
C) **Formatting**  
D) Uninstall

9. What is the purpose of BIOS shadow?

- A) Copying RAM to ROM (Incorrect)  
B) **Copying ROM to RAM**  
C) Copying HD to RAM  
D) Copying RAM to HD

10. What should be done, after fixing a problem or installing

a new application or making configuration in a computer?

- A) Hibernate  
B) **Restart (Correct)**  
C) Shutdown  
D) Sleep

11. What is the maximum number of characters allowed in text field is access?

- A) **255**  
B) 256 (Incorrect)  
C) 64000  
D) 65000

12. What is the expansion of OLE in Access?

- A) **object linking and embedding (Correct)**  
B) object linking and encrypting  
C) object linking and editing  
D) objet linking

13. What is the maximum length of the field name in Access?

- A) 16 characters  
B) 32 characters  
C) **64 characters (Correct)**  
D) 128 characters

14. Which view allows to modify table's structure in Access?

- A) **Design view (Correct)**  
B) Datasheet view  
C) Pivot table view  
D) Pivot shart view

15. Which object stores information about related data?

- A) Document (Incorrect)  
B) **Table**  
C) Page  
D) Screen

16. Which combination of key allows user to move to the first field in the first record in Access table?

- A) Ctrl + Tab  
B) Shift + Tab  
C) Shift + Home  
D) **Ctrl + Home (Correct)**

17. Which technique prevents invalid data being saved in Access table?

- A) Index  
B) Filter  
C) **Validation rule (Correct)**  
D) Input mark

18. What is the output when the data '1678.95' is set to the number format '###0.00' in

- A) 1670 (Incorrect)  
B) 1670.95  
C) 1678  
D) **1678.95**

19. Write the output when the data 'Primary Key' is set to the

text < in Access?

- A) **Primary key**                      B) primary key  
C) PRIMARY KEY (Incorrect)    D) Primary Key

20. What is the output when the data 'FOREIGN key' is set to the text format > in Access?

- A) **foreign key**                      B) FOREIGN KEY (Incorrect)  
C) Foreign Key                      D) Foreign key

21. What is the first tag in html document

- A) **&lt;html&gt;** (Correct)    B) &lt;head&gt;  
C) &lt;title&gt;                      D) &lt;/html&gt;

22. The <b> tag makes the enclosed text bold, which other html tag is used to make text bold?

- A) &lt;dark&gt;                      B) &lt;bold&gt;  
C) &lt;th&gt;                          D) **&lt;strong&gt;** (Correct)

23. Which html tag is used to display a picture in a web page?

- A) &lt;src&gt;                      B) &lt;img&gt;  
C) **&lt;img src&gt;** (Correct)    D) &lt;image&gt;

24. Which html tag inserts a line horizontally in a page?

- A) &lt;lr&gt;                      B) &lt;l&gt;  
C) **&lt;hr&gt;** (Correct)            D) &lt;line&gt;

25. What is the full form of CSS?

- A) Computer style sheet        B) **Cascading style sheet** (Correct)  
C) Cascading system style      D) Customized style sheet

26. What are the two main parts, available in html document?

- A) Title and Body                B) Head and title  
C) **Head and Body** (Correct)    D) Head and document

27. Which character in html is used to indicate end tag?

- A) "\"                              B) **"/** (Correct)  
C) "!"                              D) "<#"

28. Which attribute is used with <td> tag to merge two cells horizontally?

- A) **Colspan = 2**                      B) Rowspan = 2 (Incorrect)  
C) Mergerows                      D) mergecols

29. what is the correct html tag for adding a background color?

- A) &lt;body color = "Yellow"&gt;  
C) &lt;body background = "Yellow"&gt;  
B) **&lt;body bgcolor = "Yellow"&gt;** (Correct)  
D) &lt;body bg = "Yellow"&gt;

30. Which option will match, while making bulleted list?

- A) Square, disc, polygon        B) triangle, disc, circle  
C) triangle, square, circle      D) **disc, circle, square** (Correct)

31. Which item, contains text graphics, charts, sound, video, etc., in power point

- A) **Slides** (Correct)                B) Folder  
C) Handouts                      D) Desktop screen

32. Which key is used to stop a power point presentation?

- A) **ESC** (Correct)                B) Tab  
C) Ctrl                              D) Enter

33. Which shortcut key is used to create new presentation in powerpoint?

- A) Ctrl + P                          B) **Ctrl + N** (Correct)  
C) Ctrl + M                          D) Ctrl + X

34. Which dialog box in Power Point allows to change slides automatically in a period of time?

- A) Action setting                B) **Slide transition** (Correct)  
C) Slide animation                D) Custom animation

35. Which function key is used to run a powerpoint presentation?

- A) F3                                B) **F5** (Correct)  
C) F7                                D) F9

36. Which is the first general purpose programmable electronic computer?

- A) **ENIAC**                              B) EDVAC  
C) EDSAC                              D) UNIVAC (Incorrect)

37. What type of device is computer?

- A) Electrical device                B) **Electronic device** (Correct)  
C) Electro magnetic                D) Electro mechanical

38. Who is considered as father of computer?

- A) **Charles Babbage** (Correct)    B) John Lickert  
C) John Mauchy                      D) M.V Wilkes

39. Who invented Analytical engine?

**A) Charles Babbage (Correct)**

B) John Lickert

C) John Mauchy

D) M.V Wilkes

40. What is the main electronic component of the first generation computer?

A) Integrated circuit

B) Microprocess

C) Transistors

**D) Vacuum tubes (Correct)**

41. How does the parallel port transfer a byte?

A) Bit by bit

B) 2 bits at a time

C) 4 bits at a time

**D) 8 bits at a time (Correct)**

42. Which is an internal power supply units of CPU?

A) CVT

B) UPS

**C) SMPS (Correct)**

D) Stabilizer

43. What is the purpose of memory unit in a computer?

A) Accepts data

B) Displays data

C) Process data

**D) Stores data (Correct)**

44. What is the process of writing instruction to be get executed by the computer?

A) Debugging

B) Executing

C) Presenting

**D) Programming (Correct)**

45. Which is a statement terminator in javascript?

A) ","

**B) ";" (Correct)**

C) ":"

D) "."

46. Who developed javascript?

**A) Brendan Eich**

B) Brendan Rich

C) John Eckerl

D) John Mauchy (Incorrect)

47. Which programming language's syntax influences javascript syntax

**A) C**

B) COBOL

C) Java (Incorrect)

D) JDK

48. Which key is used to declare a variable in javascript?

A) const

B) dec

C) dim

**D) var (Correct)**

49. Which is a variable seperator if more than one variable declared in one statement?

**A) "," (Correct)**

B) ":"

C) "-"

D) "/"

50. Which brackets is used to write array in java script?

A) Curve bracket

**B) Square bracket (Correct)**

C) Curly bracket

D) Corner bracket

51. Which bracket is used to write object in javascript?

A) Curve bracket (Incorrect)

B) Square bracket

**C) Curly bracket**

D) Corner bracket

52. How many part are there in 'For' loop

A) 2

**B) 3 (Correct)**

C) 4

D) 5

53. Which part in loop evaluates the conditions?

**A) Condition part (Correct)**

B) Increment /Decrement part

C) Initialisation part

D) Looping part

54. Which special variable holds more than one value at a time?

**A) Array (Correct)**

B) Element

C) Function

D) Object

55. Which function in javassript converts a number to a string?

A) Num()

B) Str()

C) String()

**D) to string() (Correct)**

56. What is the full form of BOM?

A) Browser Object Method

**B) Browser Object Model (Correct)**

C) Browser Oriented Method

D) Browser Oriented M

57. What is the main purpose of JavaScript?

**A) Client side validation (Correct)**

B) Create web browsers

C) Read and write files

D) Store data in the server

58. Which one is responsible of running javascript code?

**A) Browser (Correct)**

B) Notepad++

C) Sublime Text

D) Visual studio code

59. How Cells are named in MS Excel?

A) Alphabetically

B) Numerically

**C) Alphanumerically (Correct)**

D) Special Character

60. What is the maximum limit of rows in MS Excel 2010?

A) 1084567 (Incorrect)

B) 1048567

**C) 1048576**

D) 1084576

61. What is the maximum limit of column in MS Excel 2010?

- A) **16384 (Correct)**      B) 16438  
C) 16843                      D) 16348

62. Which tab is used to include pivot table, charts, hyperlinks to a spread sheet?

- A) **Insert (Correct)**              B) Page Layout  
C) Data                              D) Review

63. Which tab in Excel is used when importing, querying, outlining and subtotaling the data placed into a worksheet's data list?

- A) Formula                      **B) Data (Correct)**  
C) Review                        D) Insert

64. What is the file extension of Excel 2010?

- A) xls                              B) xlsb  
C) xlsx                            **D) xlsm (Correct)**

65. How does the single element in a worksheet known as in Excel?

- A) **Cell (Correct)**                B) Column  
C) Range                         D) Row

66. Which function key is used to open save as dialogue box in MS Excel?

- A) F2                              B) F5  
C) F7                              **D) F12 (Correct)**

67. Which one of the following will starts with ?=? sign in Excel 2010?

- A) Data                            B) Text  
C) Numbers                      **D) Formulas (Correct)**

68. Which function is used to count the number of cells that contain numbers, in a range?

- A) **Count () (Correct)**        B) Countif()  
C) Sum()                         D) Sumif()

69. Which symbol is used to execute formulas in MS Excel?

- A) **"=" (Correct)**                B) " ' "  
C) "#"                            D) " " "

70. Where does the result displays when a formula is entered in Excel?

- A) **Current Cell (Correct)**    B) Next Cell  
C) Previous Cell                D) Formula Bar

71. Which one of the following is a ?Date & Time? function in Excel?

- A) FIND()                        B) MOD()  
**C) NOW() (Correct)**            D) MID()

72. Which option in MS Excel is used to display the rows that meet certain conditions?

- A) Find                            **B) Filter**  
C) Format                         D) Sort (Incorrect)

73. Which key is used to move the insertion point to the beginning of the current sheet?

- A) Pageup                        B) Home  
C) Ctrl + pageup                **D) Ctrl + Home (Correct)**

74. Which one is an example for OS?

- A) Antivirus                      **B) Windows (Correct)**  
C) MS Office                      D) Macromedia

75. Which acts as an intermediate between a user and a computer?

- A) Macros                        B) Antivirus  
C) MS Office                      **D) Operating system (Correct)**

76. Where does the minimized application reside in windows?

- A) Task bar (Correct)**        B) My computer  
C) My Document                D) Recent documents

77. What is the extension of applet files in control panel?

- A) . Ctl                            **B) . Cpl**  
C) . Cal                            D) . Csl (Incorrect)

78. Which shortcut key is used to refresh windows desktop?

- A) F1                              B) F2  
**C) F5 (Correct)**                D) F12

79. Which is the order of files and directories in Windows Explore?

- A) Serially                        B) Sequentially  
**C) hierarchically**                D) Aplhabtically (Incorrect)

80. Where does the pinned application stayed in Windows OS?

- A) Desktop                        B) Notification Area  
C) Start Button                 **D) Task Bar (Correct)**

81. Which command is used to store the active document permanently?

- A) Save (Correct)**                B) Send  
C) Prepare                        D) Save as

82. Which shortcut key is used to high light the entire word document?

- A) **ctrl + A (Correct)**      B) ctrl + O  
C) ctrl + S                      D) ctrl + E

83. Which area in MS Word is used to enter the text?

- A) **work space (Correct)**      B) work sheet  
C) slides                          D) work book

84. Which bar contains the current position of the cursor in MS Word?

- A) layout (Incorrect)              B) title bar  
C) **status bar**                      D) horizontal ruler

85. Where does the close button appear in MS Word?

- A) top left corner of the window      B) bottom left corner of the window  
C) **top right corner of the window (Correct)**      D) bottom right corner of the window

86. Which one of the following is a word processor?

- A) **MS Word (Correct)**              B) MS Excel  
C) MS Access                      D) MS Office publisher

87. Which one of the following is text styling feature of MS Word?

- A) word fill                          B) **word art (Correct)**  
C) word colour                      D) word font

88. Which option is used to store the duplicate of the active document permanently?

- A) Save                              B) Send  
C) **Save as (Correct)**              D) Rename

89. Which option is used to view an exiting word document?

- A) new                                B) **open (Correct)**  
C) publish                          D) prepare

90. Which document view given an appearance as in web browser?

- A) Draft view                      B) Outline view  
C) **Web layout view**              D) Full screen reading (Incorrect)

91. How many groups are there in Home Menu?

- A) 4                                    B) **5 (Correct)**

C) 6

D) 7

92. Which group includes superscript, subscript, strike through options in MS Word?

- A) Clipboard                      B) **Font (Correct)**  
C) Paragraph                      D) Style

93. What is the purpose of gutter margin?

- A) Margin that is added to the left margin when printing      B) Margin that is added to the right margin when printing  
C) **Margin that is added to binding side of page when printing (Correct)**      D) Margin that is added to the outside of the page when printing

94. What in the purpose of X button?

- A) **Close button (Correct)**      B) Office button  
C) Maximize buttons              D) Minimize button

95. Which option is used for tab setting?

- A) **horizontal ruler (Correct)**      B) status bar  
C) vertical ruler                      D) vertical scroll bar

96. What in the purpose of vertical scroll bar?

- A) **Move the document up and down (Correct)**      B) Move the document left side  
C) Move the document right side      D) Move the document only upwards

97. Which option is used to activate and deactivate ruler?

- A) View - grids                      B) **View - ruler (Correct)**  
C) Insert - tool bar                  D) Insert - ruler

98. Which menu contains, Symbol option in MS Word?

- A) tools                              B) table  
C) format                              D) **insert (Correct)**

99. Which operation is to be performed before paste?

- A) Ctrl + V                          B) **Cut / copy (Correct)**  
C) Select all                          D) Select text

100. Which feature is used to create a newspaper type document?

- A) Tables                              B) Tab stops  
C) **Columns**                          D) Bullets and numbering (Incorrect)