

Duration: 60 Mins**Total Marks: 50****Q.ID: ITISKILL9465LP**

1. The tag makes the enclosed text bold, which other html tag is used to make text bold?

- A) <dark> B) <th>
C) D) <bold>

**Answer: C) **

2. What should be done, after fixing a problem or installing a new application or making configuration in a computer?

- A) Shutdown B) Restart
C) Sleep D) Hibernate

Answer: B) Restart

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

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

Answer: B) disc, circle, square

4. What is the expansion of OLE in Access?

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

Answer: D) object linking and embedding

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

- A) Reading B) Accepting
C) Burning D) Accessing

Answer: C) Burning

6. Write the output when the data 'Primary Key' is set to the text < in Access?

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

Answer: A) Primary key

7. Which view is used to arrange table data in different graphical layouts to summarize data?

- A) Table view B) Pivot chart view
C) Design view D) Data sheet view

Answer: B) Pivot chart view

8. Which holder holds text, title and picture in power point?

- A) Image Holder B) Contemt Holder
C) Place Holder D) Slide Holder

Answer: C) Place Holder

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

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

Answer: D) Head and Body

10. what is the full form of HTTP?

- A) Hyper text transfer program B) Hyper test transfer protocol
C) Hyper text testing protocol D) Hyper text transfer protocol

Answer: D) Hyper text transfer protocol

11. Which combination of key zooms the content of active cell in Access table?

- A) Ctrl + F2 B) Ctrl + F5
C) Shift + F2 D) Shift + F5

Answer: C) Shift + F2

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

- A) F5 B) F12
C) F7 D) F2

Answer: B) F12

13. What is the full form of CSS?

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

Answer: B) Cascading style sheet

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

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

Answer: D) foreign key

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

- A) Ctrl + pageup B) Home
C) Pageup D) Ctrl + Home

Answer: D) Ctrl + Home

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

- A) 256 B) 64000
C) 255 D) 65000

Answer: C) 255

17. Which system is used by Bluetooth for Broadcasting?

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

Answer: A) Radio waves

18. Which function in Excel is used to find the biggest value in a range?

- A) MAX
- B) Ceiling
- C) LEN
- D) DMAX

Answer: A) MAX

19. Which menu is used to select a predefined chart style?

- A) Transitions
- B) Slide show
- C) Design
- D) Animation

Answer: C) Design

20. which is the correct html tag for making a text input field?

- A) `<input type = "textfield">`
- B) `<input type = "text">`
- C) `<input type = "textbox">`
- D) `<text type = "Text">`

Answer: B) `<input type = "text">`

21. What is the reason for not accepting zero in the fields of Access tables?

- A) Fields is set with is Null or > 0
- B) Fields is set with is Null or! [0]
- C) Fields is set with is Null or < = 0
- D) Fields is set with is Null or like ???

Answer: A) Fields is set with is Null or > 0

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

- A) `<image>`
- B) ``
- C) ``
- D) `<src>`

Answer: C) ``

23. What is the correct syntax for making a hyperlink?

- A) `nimi`
- B) `<http: // nimi.gov.in? `
- C) `nimi`
- D) `<url = "http: //nimi.gov.in">nimi`

Answer: A) `nimi`

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

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

Answer: A) Design view

25. Which tab is used for creating, formatting and editing a

spreadsheet?

- A) Home
- B) Insert
- C) Data
- D) Review

Answer: A) Home

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

- A) Shift +Tab
- B) Ctrl + Home
- C) Ctrl + Tab
- D) Shift + Home

Answer: B) Ctrl + Home

27. What is the name of the smaller divisions made in Hard disk?

- A) Partitions
- B) Tacks
- C) Sectors
- D) Head

Answer: A) Partitions

28. What is allowed the input mark symbol # in Access?

- A) Letter or digit
- B) A digit 0 - 9 with +/- sign
- C) A digit 0 - 9 without +/- sign
- D) Letter A through Z

Answer: B) A digit 0 - 9 with +/- sign

29. What do you mean by A3,B13:B20,C7 reference in Excel?

- A) Union
- B) Formula
- C) Range
- D) General

Answer: C) Range

30. What is the use of forms in HTML?

- A) To display a list
- B) To send the data to server
- C) To display email contents
- D) To display a table

Answer: B) To send the data to server

31. What will happen, If the background image is smaller than the screen, what will happen?

- A) It will leave a blank space at the bottom of the page
- B) It will be repeated
- C) It will leave a blank space at the top of the page
- D) It will be stretched

Answer: B) It will be repeated

32. Which view hides the hidden slides in Power Point?

- A) Reading view
- B) Notes Page
- C) Normal
- D) Slide Sorter

Answer: A) Reading view

33. Which one is used as authentication for pairing bluetooth devices?

- A) Password
- B) Keyboard
- C) Passcode
- D) Keycode

Answer: C) Passcode

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

- A) Formula
- B) Review
- C) Insert
- D) Data

Answer: D) Data

35. Which key stroke moves the active cell towards left in Access table?

- A) Tab
- B) F2
- C) F5
- D) Shift + Tab

Answer: D) Shift + Tab

36. Which bar is used to display the sheet information and insertion point location in MS Excel?

- A) Status Bar
- B) Ruler
- C) Title Bar
- D) Scroll Bar

Answer: A) Status Bar

37. What is the first tag in html document

- A) <head>
- B) <html>
- C) <title>
- D) </html>

Answer: B) <html>

38. How columns are named in MS Excel?

- A) Alphanumerically
- B) Alphabetically
- C) Numerically
- D) Special characters

Answer: B) Alphabetically

39. Which symbols starts with html comments?

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

Answer: B) "<!"

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

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

Answer: D) "/"

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

- A) Text
- B) Numbers
- C) Data
- D) Formulas

Answer: D) Formulas

42. Which of the following is a valid time format is Access?

- A) hh:mm:ss AM/PM
- B) hh-mm-ss AM/PM
- C) hh/mm/ss AM/PM
- D) hh.mm.ss AM/PM

Answer: A) hh:mm:ss AM/PM

43. Which one of the following is a effect option in power point presentation?

- A) Diamond
- B) Reveal
- C) Fade
- D) Push

Answer: A) Diamond

44. Which web language give more control over the HTML elements and allows them to change at any time without returning to the Web server?

- A) XML
- B) HTML
- C) BML
- D) DHTML

Answer: D) DHTML

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

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

Answer: D) Slide transition

46. Which key stroke is used to move the active cell towards right, in access table?

- A) Alt + Tab
- B) Ctrl + Tab
- C) Tab
- D) Shift + Tab

Answer: C) Tab

47. What is the correct html code for inserting a background image?

- A) <body background = image.jpg>
- B) <background = "image.jpg">
- C) <body = "image.jpg">
- D) <Body background = "image.jpg">

Answer: D) <Body background = "image.jpg">

48. Which object stores information about related data?

- A) Table
- B) Screen
- C) Document
- D) Page

Answer: A) Table

49. Which tab in Excel is used for proofing, protecting, and marking up a spread sheet?

- A) Formula
- B) Data
- C) View
- D) Review

Answer: D) Review

50. Which validation rule allows only 0 - 9 for fields in Access?

- A) Is Null or Not Like ?*[0 - 9]*?
- B) Is Null or Not Like ?[! 0 - 9]?
- C) Is Null or Not Like ?*[! 0 - 9]*?
- D) Is Null or Not Like ?*[!0-9]*?

Answer: D) Is Null or Not Like ?*[!0-9]*?