

Dr. Babasaheb Ambedkar Open University
Semester Examination January-2015

Program : CCC-BAOU **Enrollment No:** _____
Subject : Foundation (CCC-01) Application (CCC-02) and Internet (CCC-03)
Date : 25/01/2015
Time : 10.00 to 01.00 **Total Marks: 140**

Instructions:





1. Each candidate has to submit question paper along with answer sheet. No one is allowed to take question paper with himself. Candidate will be disqualified in case he will not submit question paper.
2. There are four options for each question. Only one option is correct. To choose the correct option, make 'x' symbol on the correct option in the answer sheet.
3. It is mandatory to write down enrolment number, center code and candidate name in the answer sheet as per the instruction given.

Foundation (CCC-01)

1.	In which generation of programming language, the Artificial Intelligence was introduced ? (A) Second (B) Third (C) Forth (D) Fifth
2	Which two digits are used by the digital computers? (A) 1, 0 (B) -1, 0 (C) 1, 10 (D) -1, 1
3	What is 'L' in ALU? (A) Large (B) Logic (C) Local (D) Language
4	Which out of the following memory is non-volatile? (A) PROM (B) EPROM (C) EAROM (D) All of the given
5	Which out of the following is a most popular pointing device? (A) Mouse (B) Joystick (C) Light pen (D) Trackball
6	A word processor is... (A) a Hardware (B) a System software (C) an Application software (D) a Storage device
7	Which out of the following can be compared with a brain of computers? (A) Monitor (B) Keyboard (C) Printer (D) CPU
8	Which function keys are available on keyboard? (A) F0 to F10 (B) F0 to F12 (C) F1 to F12 (D) F1 to F10
9	Which devices are used to input data or instruction in computers? (A) Input device (B) Input-output device (C) Output device (D) Storage device
10	What is OCR? (A) Optical Coded Reader (B) Optical Character Recorder (C) Optional Character Reader (D) Optical Character Reader
11	1 Byte = _____ (A) 2 bits (B) 8 bits (C) 10 bits (D) 16 bits
12	Which generation of computers introduced Integrated Circuits? (A) First (B) Second (C) Third (D) Forth
13	Which device is used to get the audio output? (A) Microphone (B) Speaker (C) Printer (D) All of the given
14	Which device doesn't need any special software (driver) to run? (A) Scanner (B) Printer (C) Pen drive (D) All of the given
15	Generally, the size of CD is in... (A) KB (B) MB (C) GB (D) TB

16	What is a full form of LCD? (A) Local Crystal Display (B) Liquid Cathod Display (C) Liquid Crystal Diode (D) Liquid Crystal Display
17	Which out of the following is a type of printer? (A) Dot mattix (B) Inkjet (C) Laser (D) All of the given
18	A horizontal bar at the bottom of screen in Microsoft Windows is known as... (A) Title bar (B) Task bar (C) Status bar (D) Tool bar
19	Which key can be used to open a Start menu? (A) Alt Esc (B) Alt Tab (C) Ctrl Esc (D) Shift Esc
20	In Windows operating system, files created by users are by default saved in... (A) Files (B) My Folder (C) Document (D) Desktop
21	Which option is used to turn off the computer? (A) Turn Down (B) End Now (C) Stop Now (D) Shut Down
22	Which option can be used to display an application in full screen mode? (A) Minimize (B) Restore (C) Maximize (D) Full Screen
23	Select the correct path to open Microsoft Paint program. (A) Start > All Programs > Accessories > Paint (B) Start > Accessories > All Programs > Paint (C) Start > Accessories > Paint (D) Start > All Programs > Paint
24	Which command can be used to cancel the effect of last command given by the user ? (A) Cut (B) Undo (C) Don't do (D) Redo
25	By default, which extension is given to the image file in MS Paint ? (A) TXT (B) IMG (C) BMP (D) DOC
26	Which option can be used to enlarge the image in Paint program ? (A) Zoom In (B) Zoom Out (C) Zoom Big (D) Zoom Large
27	Which option can be used to save an existing file with other name or format ? (A) Save (B) Save In (C) Save Again (D) Save As
28	WordPad is a... (A) Word Maker (B) Word Processor (C) Word Analyzer (D) None of given
29	While printing a document, A4 indicates... (A) Margin (B) Orientation (C) Paper size (D) Printer type
30	When we cut or copy the data, it will be temporarily stored in... (A) Start menu (B) Desktop (C) ClipArt (D) Clipboard
31	In WordPad, which option can be used to increase the spacing between two lines? (A) Line height (B) Line spacing (C) Line extend (D) Line grow
32	In Calculator, 'Unit conversion' option is located in... (A) Insert menu (B) View menu (C) Format menu (D) Edit menu
33	To remember or follow any task, we can use a program named... (A) MS Paint (B) Calculator (C) Alarm (D) Sticky notes
34	For automatically receiving and installing updates of Windows Operating System, which option should be 'ON'? (A) Recycle Bin (B) My Documents (C) Windows Update (D) Windows Firewall
35	Which utility can be used to control the time spend by children for the computer games? (A) Windows Firewall (B) Parental Controls (C) Antivirus (D) Children Controls

Application (CCC-02)

36	Which out of the following is an icon for Microsoft Word ? (A)  (B)  (C)  (D) 
37	In Microsoft Word, a toolbar besides the titlebar is known as... (A) Quick Access Toobar (B) Standard Toolbar (C) Formatting Access Toolbar (D) Status bar
38	In which, some tabs are provided as a group of different tasks? (A) Clip (B) Ribbon (C) Quick Access (D) None of given
39	Which feature is available in Microsoft Word? (A) Print (B) Bullets and Numbering (C) Mail Merge (D) All of the given
40	Which tab is useful to change the layout of document? (A) Page Layout (B) Insert (C) Format (D) Home
41	Which information is displayed in the status bar of Microsoft Word? (A) Page numbers (B) Language (C) Word Count (D) All of the given
42	Which coloured line is displayed for spelling errors in Microsoft Word? (A) Red (B) Green (C) Blue (D) Black
43	Which shortcut key can be used to increase a font size of selected text? (A) Ctrl + Shift + > (B) Ctrl + Alt + > (C) Ctrl + Esc + > (D) Ctrl + >
44	Which option offers the method of arranging image within the text? (A) WordArt (B) WordWrap (C) TextWrap (D) There is no such facility
45	Which option can be used to insert text like H ₂ SO ₄ ? (A) Superscript (B) Subscript (C) Bullets (D) Border
46	Normal, Narrow, Moderate and Wide options are for... (A) Page Size (B) Margins (C) Units of ruler (D) Components of Statusbar
47	Which is a default orientation for document page in Microsoft Word? (A) Vertical (B) Horizontal (C) Slanted (D) Reverse
48	Which option is used to break the word properly at the end of line using hyphen? (A) Orientation (B) Numbering (C) Ruler setting (D) Hyphenation
49	Which effect is like hologram in Word? (A) Portrait (B) Page Border (C) Watermark (D) Directory
50	Which option can be used to insert a word in dictionary? (A) Add to Directory (B) Add to Dictionary (C) Insert into Dictionary (D) Define in Dictionary
51	Which view is used to display only text in document? (A) Print layout (B) Full Screen (C) Web Layout (D) Outline
52	A process of storing data at some other safe medium is known as... (A) Pack-up (B) Back-up (C) Duplication (D) Replication
53	Which key can be used for 'Paste' option in Microsoft Word? (A) Alt V (B) Alt P (C) Ctrl P (D) Ctrl V
54	Which type of fonts are with some decoration at the end of characters? (A) Serif (B) Sans Serif (C) A AND B (D) None of given
55	Which option indicates more space between the characters? (A) Normal (B) Expanded (C) Condensed (D) None of given
56	'hAPPY nEW yEAR' is an example of... (A) Sentence case (B) Title case (C) Camel case (D) Toggle case

57	Which type of list can be inserted in Microsoft Word? (A) 1, 2, 3... (B) i, ii, iii... (C) A, B, C... (D) All of the given
58	Which alignment option can be used to align the text of paragraph at both the left and right side of ruler properly? (A) Left (B) Center (C) Right (D) Justify
59	Which option can be used to move all the lines of a paragraph from left to right side of ruler except first line? (A) Left indent (B) Right indent (C) First line indent (D) Hanging indent
60	Which tab is used to align fractional values? (A) Decimal tab (B) Fractional tab (C) Real tab (D) There is no such facility
61	Which type of border can be applied to text in Microsoft World? (A) Box (B) Shadow (C) 3D (D) All of the given
62	Horizontal and vertical lines in a worksheet are respectively known as... (A) Row, Column (B) Row, Cell (C) Formula, Column (D) Column, Row
63	Which type of element is provided in dialogbox to increase or decrease the value of an argument? (A) Split button (B) Spinner (C) Toggle button (D) Check box
64	Which key can be used to edit the data of selected cell? (A) F1 (B) F2 (C) F5 (D) F10
65	Which extention is given to Excel workbook? (A) .exe (B) .doc (C) .wkb (D) .xlsx
66	Which symbol is used for power (exponent) in Excel? (A) % (B) # (C) ^ (D) *
67	In Excel, formula begins with... (A) = (B) % (C) # (D) \$
68	Which symbol is used for multiplication in formula? (A) # (B) @ (C) x (D) *
69	Which key is used for absolute reference? (A) # (B) = (C) % (D) \$
70	Which button is available in Excel to calculate the addition of selected cells? (A) Sum (B) AutoSum (C) Add (D) AutoAdd
71	Which function can be used to compare text in Excel? (A) Equal (B) Same (C) Exact (D) Copy
72	Which function is used for logical test in Excel? (A) If (B) Sum (C) Max (D) Min
73	Which range of output is produced by RAND function? (A) 1 to 2 (B) 0 to 1 (C) 1 to 2 (D) -1 to 1
74	The output of =Min (-2,-1, 0, 1, 2) is... (A) 0 (B) -1 (C) -2 (D) 2
75	The output of =Abs (5) is... (A) 0 (B) -5 (C) 5 (D) Error message
76	Which function can be used to display current system date? (A) Date() (B) Today_Date() (C) Today() (D) Sysdate()
77	Which option can be used to arrange the data in ascending or descending order? (A) Ascending (B) Discending (C) Filter (D) Sort
78	Which argument is provided to 'Goal Seek' command? (A) Set cell (B) To Value (C) By changing cell (D) All of the given
79	In subtotal, which buttons are provided to extract or condense the list? (A) +, - (B) *, / (C) #, \$ (D) @, %

80	Which out of the following is a type of chart? (A) Column (B) Line (C) Pie (D) All of the given
81	Generally, a chart stored in a single cell is known as... (A) Formula (B) Pie chart (C) Sparkline (D) Clipart
82	Which option can be used to get the synonyms for a selected word? (A) Synonyms (B) Spelling (C) Thesaurus (D) Sort
83	Which type of data will not be displayed on screen while typing? (A) Formula (B) Function (C) Text (D) Password
84	Which shortcut key is used to select the first cell of worksheet? (A) Ctrl Insert (B) Ctrl A (C) Ctrl Home (D) Alt Home
85	In Excel, 'Share Workbook' option is given in... (A) Review tab (B) Formatting tab (C) Home tab (D) None of given
86	Which type of data can be inserted in PowerPoint presentation? (A) Animation (B) Sound (C) Image (D) All of the given
87	Which is used by PowerPoint to create presentation? (A) Worksheet (B) Mail Merge (C) Document (D) Slide
88	Which out of the following view is available in PowerPoint? (A) Slide Sorter (B) Normal (C) Zoom (D) A and B
89	Which is used to display a same background in all slides of presentation? (A) Theme (B) Layout (C) Crop (D) Outline View
90	Which action can be used to move an image inserted in slide? (A) Left click (B) Right click (C) Double click (D) Dragging
91	PowerPoint presentation can be saved using format... (A) pptx (B) pdf (C) wmv (D) All of the given
92	Which option will print slide number 1, 3 and 6 to 10? (A) 1-3,6-10 (B) 1,3,6-10 (C) 1-6,13 (D) Not possible
93	Which orientation can be selected for slide? (A) Portrait (B) Landscape (C) A and B (D) None of given
94	Which option for color is available while printing a slide? (A) Black (B) White (C) Pure Black and White (D) None of given
95	Which option can be set to change the slide on screen? (A) By clicking a mouse button (B) Automatic after certain time (C) A and B (D) None of given
96	Which option is used to insert table in a slide? (A) Insert > Table > Insert Table (B) Table > Insert > Table (C) Insert Table > Insert (D) Not possible
97	In PowerPoint, the graphics can be created using... (A) Photoshop (B) SmartArt Graphics (C) WordArt Graphics (D) ChartArt
98	Which option is used to insert chart in a slide? (A) Insert > Chart (B) Chart > Insert (C) Insert > Graph (D) Insert > New Chart
99	Which tab is provided in 'Chart Tools' tab group? (A) Design (B) Layout (C) Format (D) All of the given
100	Which chart displays the values in form of percentage? (A) X-Y (B) Bar (C) Line (D) Pie
101	Which is required to access the information of Email, website or Internet quickly? (A) Image (B) Chart (C) Formula (D) Hyperlink
102	Which tab can be used if we want to open a link by just placing mouse pointer over it? (A) Mouse click (B) Mouse over (C) Mouse out (D) Not possible

103	Which command can be used to insert equations in a slide? (A) Insert > Function (B) Insert > Formula (C) Insert > Equation (D) None of given
104	When a new slide in show appears, we can add some entrance effect known as... (A) Animation (B) Transition (C) Slide Master (D) Slide Sorter
105	Which key can be used to begin a slide show from current slide ? (A) F5 (B) Shift F5 (C) Ctrl F5 (D) Alt F5

Internet (CCC-03)

106	Data, which is to be sent through network, is known as... (A) Protocol (B) Medium (C) Message (D) Topology
107	What is FTP? (A) Flying Transfer Protocol (B) File Transfer Program (C) File Tutorial Protocol (D) File Transfer Protocol
108	Within a network, a computer or workstation is also known as... (A) Node (B) Host (C) A and B (D) None of given
109	Which out of the following is not a type of Computer network? (A) PAN (B) WAN (C) BAN (D) TAN
110	Which cable transmits the data using light rays? (A) Fiber Optic (B) Co-axial (C) Twisted pair (D) CAT5
111	Full form of NIC is... (A) Network Interface Card (B) Network International Card (C) Newtral Interface Card (D) Network Interface Caller
112	Which device is used to connect computer with Internet? (A) Modem (B) Hub (C) Switch (D) None of given
113	Which tool is used to connect the connector with UTP cable? (A) Modem (B) Crimping Tool (C) Skrew Driver (D) Hammer
114	Which topology requires maximum length of cable? (A) Star (B) Mesh (C) Bus (D) Ring
115	Internet is a... (A) LAN (B) MAN (C) WAN (D) PAN
116	Which out of the following is a satellite technology? (A) VSAT (B) RJ45 (C) CAT5 (D) BNC
117	In which topology, hub or switch is used? (A) Star (B) Switch (C) Bus (D) Mesh
118	Speed of data transmission in Computer network is known as... (A) Protoc ol (B) Topol ogy (C) PAN (D) Bandwidth
119	Which type of network is established within a city? (A) LAN (B) MAN (C) WAN (D) VWAN
120	In which type of network, all the node has equal rank? (A) Peer to Peer (B) Client-Server (C) A and B (D) None of given
121	Which company controls the entire Internet? (A) Google (B) Microsoft (C) ARPANET (D) No one
122	Packet switching technology was invented in... (A) 1962 (B) 1964 (C) 1965 (D) 1969

123	Which service is provided by Internet? (A) Email (B) Information search (C) Chatting (D) All of the given
124	www.amazon.com provides... (A) Email (B) Online shopping (C) Chatting (D) All of the given
125	.uk domain extension is given to... (A) Unknown (B) England (C) America (D) Uganda
126	What is 'C' in MAC? (A) Client (B) Caller (C) Control (D) Common
127	Which software is used to visit the website on Internet? (A) Web browser (B) Database Management (C) Image editor (D) Spreadsheet
128	First page of website is known as... (A) Front page (B) Cover page (C) Index (D) Home page
129	In Outlook, tasks which are frequently done are noted in... (A) Content (B) Contact (C) Calendar (D) Note
130	Which is used for protection? (A) Protocol (B) Username (C) Password (D) Account name
131	Which is used to prove that particular information is provided by a human? (A) Captcha (B) Username (C) Pincode (D) Password
132	Which is used for the protection of organizational network? (A) Email (B) Topology (C) Protocol (D) Firewall
133	What is ISP? (A) International Service Provider (B) Internet Service Product (C) Internet Service Provider (D) Internet Service Protocol
134	Which is a domain name in 'kavya_dave@gmail.com'? (A) kavya_dave (B) @ (C) gmail (D) dot
135	Outlook is developed by... (A) Google (B) Sun (C) Oracle (D) Microsoft
136	Which out of the following is a search engine? (A) Google (B) Twitter (C) Youtube (D) Facebook
137	Internet can be accessed using... (A) Tablet (B) Smartphone (C) Personal computer (D) All of the given
138	What is URL? (A) Universal Resources Locator (B) Universal Record Locator (C) Universal Resources Limited (D) None of given
139	A unique address given to each website is known as... (A) IP address (B) TCP address (C) URL address (D) Domain address
140	Security of computer can be divided in... (A) 2 parts (B) 3 parts (C) 4 parts (D) 5 parts

ANSWER KEY

Center Code : _____

Date : 25/01/2015

Enrollment No. _____

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CCC-01					CCC-02										CCC-03				
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Student Shine _____

Signature of Supervisor _____

CCC-01

Total Mrks : _____

CCC-02

Total Mrks : _____

CCC-03

Total Mrks : _____

Signature of Examiner : _____