U.B.I P.O.

TEST V
COMPUTER KNOWLEDGE

226. You can keep your personal files/folders in—
   - (1) My folder
   - (2) My Document
   - (3) My Files
   - (4) My Text
   - (5) None of these

227. The primary purpose of software is to turn data into—
   - (1) Wed sites
   - (2) information
   - (3) programs
   - (4) objects
   - (5) None of these

228. A directory within a directory is called—
   - (1) Mini Directory
   - (2) Junior Directory
   - (3) Part Directory
   - (4) Sub Directory
   - (5) None of these

229. A complier translates a program written in a high-level language into—
   - (1) Machine language
   - (2) An algorithm
   - (3) A debugged program
   - (4) Java
   - (5) None o these

230. When you turn on the computer, the boot routine will perform this test—
   - (1) RAM test
   - (2) disk drive test
   - (3) memory test
   - (4) power-on self-test
   - (5) None of these

231. A _____ is a unique name that you give to a file information—
   - (1) device letter
   - (2) folder
   - (3) filename
   - (4) filename extension
   - (5) None of these

232. Hardware includes _____.
   - (1) all devices used to input data into a computer
   - (2) sets of instructions that a computer runs or executes
   - (3) the computer and all the devices connected to it that used to input and output data
   - (4) all devices involved in processing information including the central processing unit, memory, and storage
   - (5) None of these

233. A _____ contains specific rules and words that express the logical steps of an algorithm.

(1) programming language
(2) syntax
(3) programming structure
(4) logic chart
(5) None of these

234. All the deleted files go to—
(1) Recycle Bin (2) Task Bar
(3) Tool Bar (4) My Computer
(5) None of these

235. The simultaneous processing of two or more programs by multiple processors is—
(1) multiprogramming
(2) multitasking
(3) time-sharing
(4) multiprocessing
(5) None of these

236. The secret code that restricts entry to some programs—
(1) password (2) passport
(3) entry-code (4) access-code
(5) None of these

237. Computers use the _____ number system to store data and perform calculations—
(1) binary (2) octal
(3) decimal (4) hexadecimal
(5) None of these

238. The main function of the ALU is to—
(1) perform arithmetic and logical operations
(2) store data and information for future use
(3) control computer output, such as printing
(4) monitor all computer activities
(5) None of these

239. _____ is the process of carrying ort commands.
(1) Fetching (2) Storing

(3) Executing (4) Decoding
(5) None of these

240. Softcopy is the intangible output, so then what is hardcopy?
(1) The physical parts of the computer
(2) The printed parts of the computer
(3) The printed output
(4) The physical output devices
(5) None of these

241. A(n) _____ is a program that makes the computer easier to use _____
(1) utility (2) application
(3) operating system
(4) network (5) None of these

242. A complete electronic circuit with transistors and other electronic components on a small silicon chip is called a(n)—
(1) workstation (2) CPU
(3) magnetic disk
(4) integrated circuit
(5) None of these

243. Computer systems are comprised of —
(1) hardware, programs, processors, procedures, and people
(2) hardware, programs, information, people, and procedures
(3) hardware, programs, information, people, and networks
(4) hardware, software, procedures, networks, and people
(5) None of these

244. An error in a computer program—
(1) Crash (2) Power Failure
(3) Bug (4) Virus
(5) None of these

245. What is output?
(1) What the processor takes from the user
(2) What the user gives to the processor

(3) What the processor gets from the user
(4) What the processor gives to the user
(5) None of these

246. The person who writes and tests computer programs is called in_____.
(1) programmer
(2) computer scientist
(3) software engineer
(4) project developer
(5) None of these

247. A set of instruction telling the computer what to do is called _____.
(1) mentor   (2) instructor
(3) compiler   (4) program
(5) None of these

248. What menu is selected to print?
(1) Edit   (2) Special
(3) File   (4) Tools
(5) None of these

249. What is backup?
(1) Adding more components to your network
(2) Protecting data by copying it from the original source to a difficult destination
(3) Filtering old data from the new data
(4) Accessing data on tape
(5) None of these

250. The term bit is short for —
(1) megabyte
(2) binary language
(3) binary digit
(4) binary number
(5) None of these

251. A saved document is referred to as a _____.
(1) file   (2) word
(3) folder   (4) project
(5) None of these

252. Specialized programmes that assist users in locating information on the Web are called—
(1) information engines
(2) search engines
(3) web browsers
(4) resources locators
(5) None of these

253. An application program has which one of the following functions?
(1) It specifies the information-processing procedures required by a particular information-processing job.
(2) It controls the input/output and storage functions of the computer system
(3) It provides various support services for the computer system
(4) It supervises the operations of the CPU
(5) None of these

254. In page preview mode—
(1) You can see all pages of your document
(2) You can only see the page you are currently working
(3) You can only see pages that do not contain graphics
(4) You can only see the title page of your document
(5) None of these

255. An operating system that can do multitasking means that—
(1) the operating system can divide up work between several CPUs
(2) several programs can be operated concurrently
(3) multiple people can use the computer concurrently

(4) All of the above
(5) None of these

256. The quickest and easiest way in Word, to locate a particular word or phrase in a document is to used the _____ command.
(1) Replace   (2) Find
(3) Lookup   (4) Search
(5) None of these

257. What is the default file extension for all Word documents?
(1) WRD   (2) TXT
(3) DOC   (4) FIL
(5) None of these

258. Whit a CD you can—
(1) Read
(2) Write
(3) Read and Write
(4) Either read or Write
(5) None of these

259. A collection of interrelated records is called a —
(1) utility file
(2) management information system
(3) database   (4) spreadsheet
(5) None of these

260. To move to the beginning of a line of text, press the _____ key.
(1) Page Up   (2) A
(3) Home
(4) Enter
(5) None of these

261. The term "user interface" refers to—
(1) what the user sees on the screen and how they can interact with it
(2) how the operating system responds to user commands
(3) the means by which the user interacts with peripheral devices on the computer

(4) the monitor that is available for the computer
(5) None of these

262. The background of any Word document—
(1) It always white colour
(2) Is the colour you preset under the Options menu
(3) It always the same for the entire document
(4) Can have any colour you choose
(5) None of these

263. Reusable optical storage will typically have the acronym
(1) CD   (2) DVD
(3) ROM   (4) RW
(5) None of these

264. For creating a document, you use _____ command at File Menu.
(1) Open   (2) Close
(3) New   (4) Save
(5) None of these

265. The contents of _____ are lost when the computer turns off.
(1) storage   (2) input
(3) output   (4) memory
(5) None of these

266. Grouping and processing all of a firm's transactions at one time is called—
(1) a database management system
(2) batch processing
(3) a real-time system
(4) an on-line system
(5) None of these

267. A printer is this kind of device—
(1) input
(2) word processing
(3) processing   (4) output
(5) None of these

268. Text in a column is generally aligned—

(1) justified   (2) right
(3) center   (4) left
(5) None of these

269. What type of device is a computer mouse?
(1) Input   (2) Output
(3) Software   (4) Storage
(5) None of these

270. In Excel, Charts are created using which option?
(1) Chart Wizard (2) Pivot Table
(3) Pie Chart   (4) Bar Chart
(5) None of these

271. What is the permanent memory built into your computer called?
(1) RAM   (2) ROM
(3) CPU   (4) CD-ROM
(5) None of these

272. If text was highlighted and "Edit" "Copy" was clicked, what would happen?
(1) Text would be copied from the document and placed in the clipboard

(2) Text would be removed from the document and placed in the clipboard
(3) Text from the clipboard would be placed in the document at the place where the cursor is blinkin
(4) B and C above
(5) None of these

273. You can start Microsoft Word by using _____ button.
(1) New   (2) Start
(3) Program   (4) Control Panel
(5) None of these

274. You click at B to make the next—
(1) Italics   (2) Underlined
(3) Italic and Underlined
(4) Bold   (5) None of these

275. The _____ becomes different shapes depending on the task you are performing.
(1) active tab   (2) insertion point
(3) mouse pointer
(4) Ribbon   (5) None of these

ANSWERS

					226.(2)	227.(2)	228.(4)	229.(1)	230.(4)
231.(3)	232.(4)	233.(2)	234.(1)	235.(4)	236.(1)	237.(1)	238.(1)	239.(3)	240.(3)
241.(1)	242.(4)	243.(4)	244.(3)	245.(4)	246.(1)	247.(4)	248.(3)	249.(2)	250.(3)
251.(1)	252.(2)	253.(1)	254.(1)	255.(4)	256.(2)	257.(3)	258.(4)	259.(3)	260.(3)
261.(1)	262.(4)	263.(4)	264.(3)	265.(4)	266.(1)	267.(4)	268.(4)	269.(1)	270.(5)
271.(2)	272.(1)	273.(3)	274.(4)	275.(3)					

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