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Competitive Exams: Computers MCQs (Practice_Test 15 of 21)

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1. Which of the following does not store data permanently?
 - a. ROM
 - b. RAM
 - c. Floppy Disk
 - d. Hard Disk
 - e. None of these
2. Which of the following is the smallest storage?
 - a. Megabyte
 - b. Gigabyte
 - c. Kilobyte
 - d. Terabyte
 - e. None of these
3. Which menu enables the user to choose toolbars?
 - a. View
 - b. Format
 - c. Insert
 - d. Edit
 - e. Help
4. By viewing the properties of the local hard disk of a computer, the user can find out
 - a. the amount of space that has been used up and the remaining free space on the disk.

- b. the name of the user viewing the properties of the disk.
 - c. nothing useful to the user.
 - d. the number of programs available in the computer
 - e. None of these
5. Pre-defined and built-in formulas in Excel are known as
- a. Autosheets
 - b. Diagrams
 - c. Charts
 - d. Tables
 - e. Functions
6. Which of the following contains permanent data and gets updated during the processing of transactions?
- a. Operating System File
 - b. Transaction file
 - c. Software File
 - d. Master file
 - e. Any File
7. The keyboard shortcut to centralise the selected text in Word is
- a. Ctrl + Esc
 - b. Ctrl + C
 - c. Alt + C
 - d. There is no keyboard shortcut for this operation
 - e. Ctrl + E
8. Which of the following helps to protect floppy disks from data getting accidentally erased?
- a. Access notch
 - b. Write-protect notch
 - c. Entry notch
 - d. Input notch
 - e. None of these

9. A modem is connected to

- a. a telephone line
- b. a keyboard
- c. a printer
- d. a monitor
- e. a scanner

10. Large transaction processing systems in automated organisations use

- a. Online processing
- b. Batch Processing
- c. Once-a-day Processing
- d. End-of-day processing
- e. Once-a-week processing

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