

CS001 FINAL TERM FILE

SOLVED BY VU TEAM HADI

HTTP stands for _____

Answer

Hypertext Transfer Protocol.

Hypertext Transfer Plotter.

Head Tail Transfer Plot.

Head Tail Transfer Protocol

Software application used for accessing sites or information on a network (as the World Wide Web) is

Answer

Operating System.

Microsoft Word.

Microsoft Excel.

Web Browser

_____ view of Microsoft PowerPoint displays only text (title and bullets).

Answer

Slide show.

Slide sorter.

Notes page.

Outline

If we want to type an equation in a cell, the first thing that must be entered is _____

Answer

The first cell referenced.

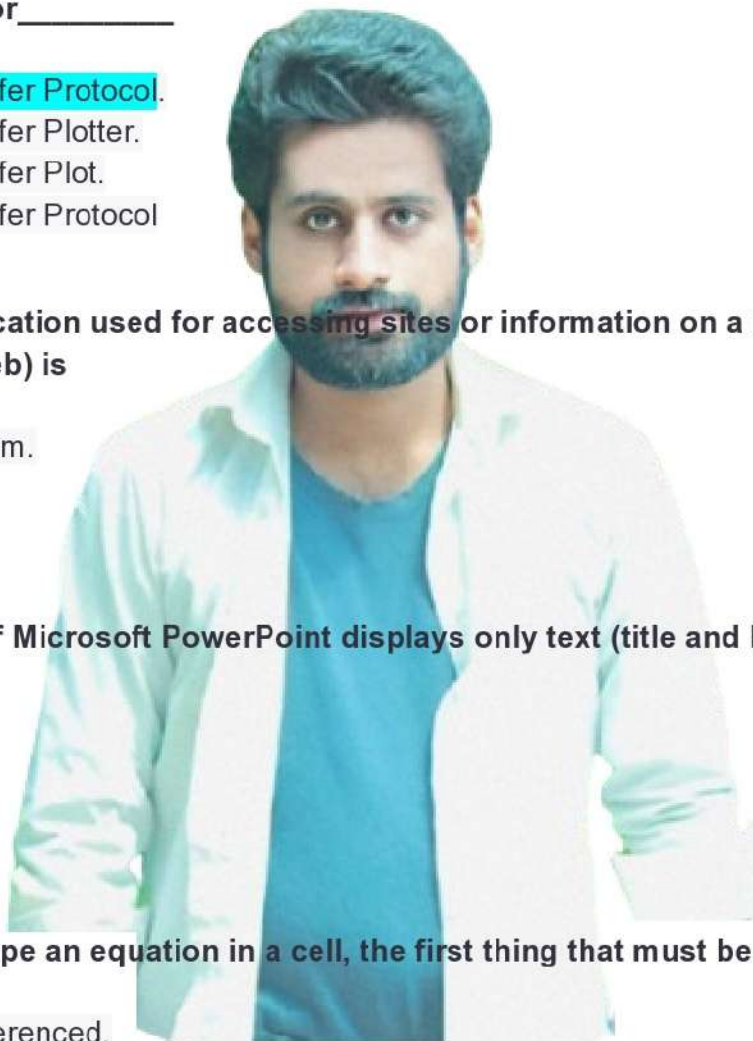
Parenthesis.

Quotation marks.

An equal sign

Which of the following is a valid cell address in MS Excel?

Answer



10700 - 104 Ave.

6A.

B3.

6(A).

To insert text in slide in MS Power Point, which of the following object is used?

Answer

Square box.

Graph.

Text box.

Drawing object

The web pages which closely match our keywords appear at the _____

Answer

First page.

Last page.

Center page.

Fifth page

MS excel is used to _____ data.

Answer

Organize.

Share.

Communicate

Obtain

The repository of web server is called

Answer

Search engines.

URL.

Index.

Protocol.

The program used to provide us a list of web pages related to our search is called

Answer

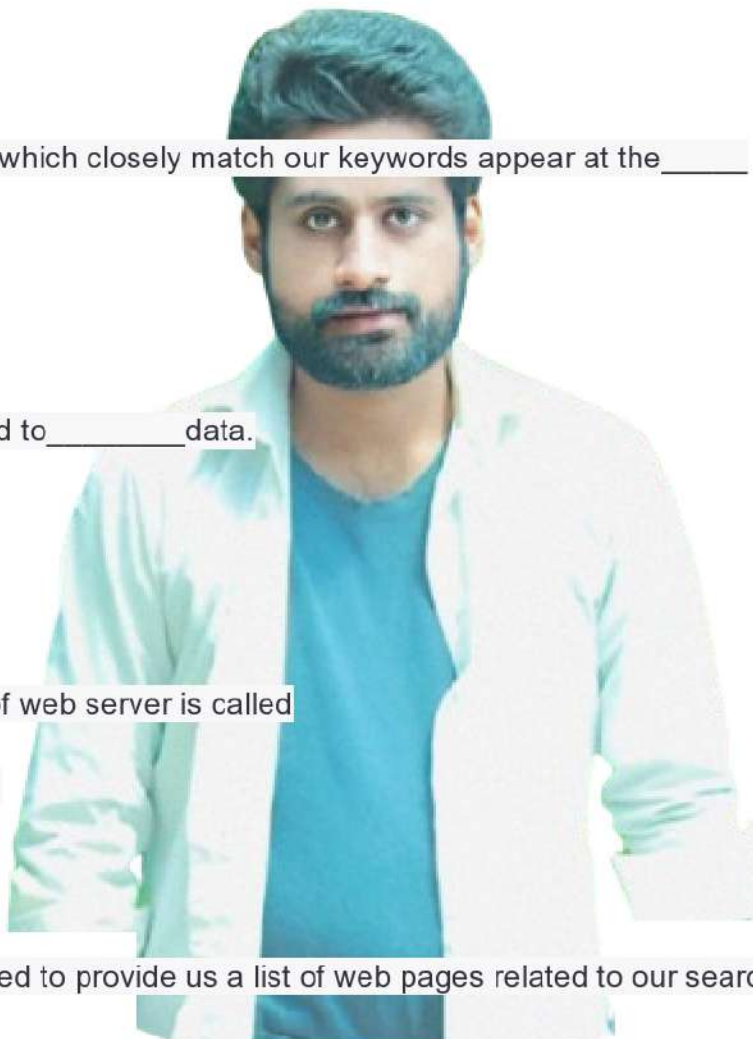
Web browser.

Crawler.

Spider.

Both crawler and spider

In MS Excel, the comment can be attached using the New comment option in tab.



Answer

Review.

File.

Data.

Home

In MS Excel, the spelling can be verified using the Spelling option in ___ tab.

Answer

Data.

File.

Home.

Review

In MS Excel, we can add chart under Chart option available under ___ tab.

Answer

Insert.

Data.

Home.

File.

In MS Excel, Readymade templates are available under _____ tab in New option.

Answer

Home.

File.

Insert.

Data.

In MS Excel, the track changes ON/OFF option can be accessed under _____ tab.

Answer

View.

Data.

Page layout.

Review

In MS PowerPoint, the spelling dialog box can be involved by choosing spelling from _____ ribbon.

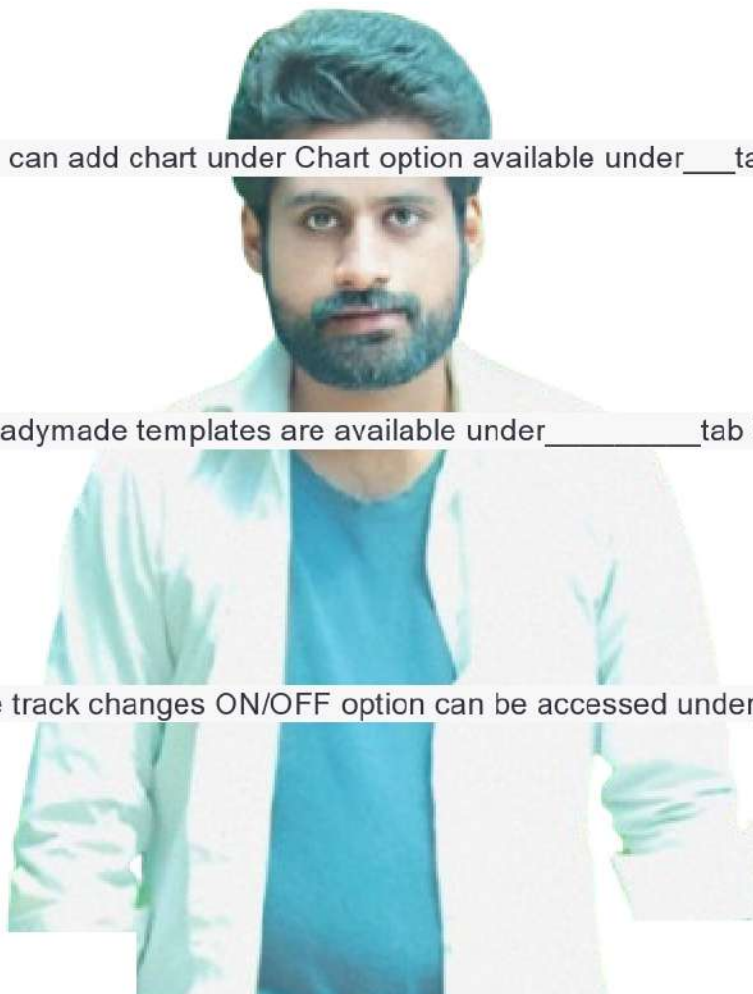
Answer

Insert.

File.

View.

Review



In MS Excel, data can be re-arranged in ascending or descending order by _____ command.

Answer

Data, arrange.

Data, form.

Data, find.

Data, sort

In MS Excel, the _____ bar is used to edit the applied formula.

Answer

Name.

Formula.

Both name and formula.

Function

You can create a new presentation in MS PowerPoint by completing all of the following except _____

Answer

Clicking the new button on the standard toolbar.

Clicking file, new.

Clicking file open.

Pressing ctrl + N.

ISP stands for _____

Answer

Internet service provider

Internet server provider

Internet stands provider

Internet saved Protocol

First part of email address is called _____

Answer

User name.

SMTP. POP3.

Host name.

In Microsoft Outlook, we can access the inbox, sent items or draft folders in _____

Answer

Quick access toolbar.

Navigation pane.

Content pane.

Ribbon

Signature appear at the _____ of an email.

Answer

End.

Beginning.

Subject bar.

Title bar

The paper clip with an email indicates that it is sent with _____

Answer

An attachment.

High priority.

With low priority. Spam

The Boolean operator _____ is used to search the web pages containing information related to any of the keywords.

Answer

OR.

AND.

NOT.

NOR

The _____ option is used to refine the search results.

Answer

Search

Advanced search

Search settings

Search help

We can use _____ program to open saved web images for editing.

Answer

MS Excel.

MS Paint.

Quick time player.

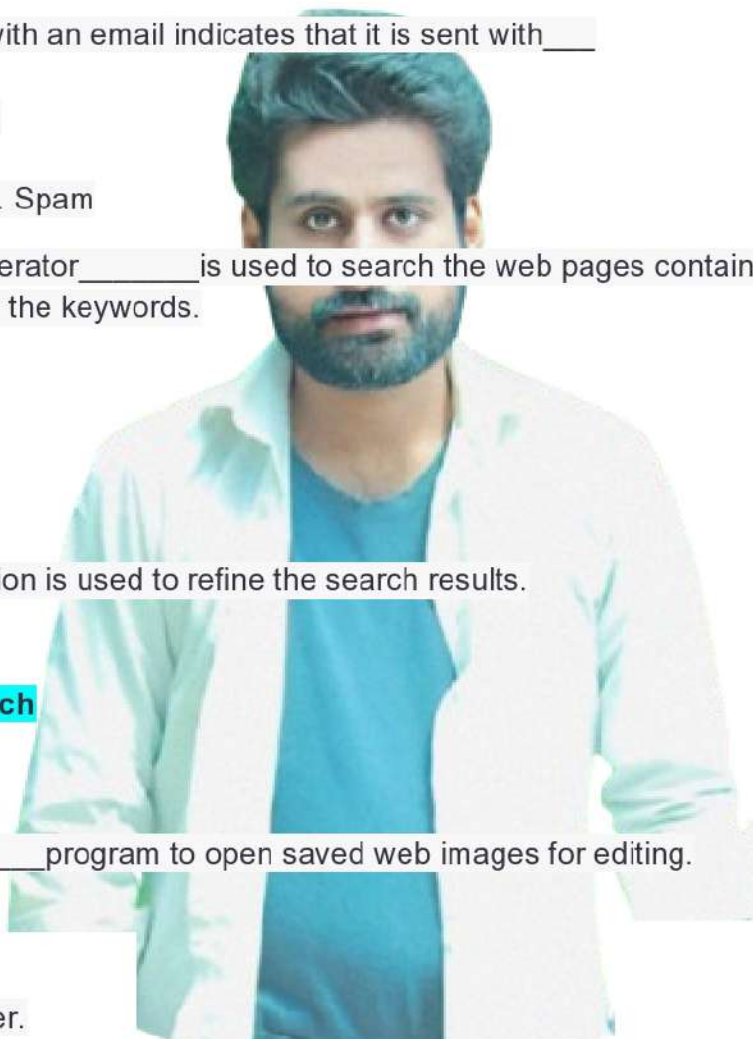
MS Word

Which of the following option is used to insert a new slide in a current Microsoft PowerPoint presentation?

Answer

Ctrl + M

Ctrl + N



Ctrl + O

Ctrl + F

In Microsoft PowerPoint, a chart can be added as a part of the presentation using.

Answer

Insert -> Chart.

Insert Pictures -> Chart.

Edit -> Chart.

View →→ Chart

How can we stop a slide show in Microsoft PowerPoint?

Press the right arrow.

Press Escape.

Press Ctrl + A.

Press Ctrl + S

To create a uniform appearance in a Microsoft PowerPoint presentation, a background image can be added to all slides by _____

Answer

using the autocorrect wizard.

adding another master slide.

creating a template.

editing the slide master

To _____ a Microsoft PowerPoint slide, select the slide and then press the backspace key from the keyboard.

Answer

edit.

delete.

copy.

resize

_____ shortcut is used to display the font dialog box in a Microsoft PowerPoint slide.

Answer

Ctrl + Shift + > .

Ctrl + Shift + < .

Ctrl+T or Ctrl + Shift + F .

Ctrl + Shift + G

In a Microsoft PowerPoint, we can add images and tables using _____ tab.

Answer



Home.

Insert.

Design.

View

The cell labeled F5 refers to _____ in a Microsoft Spreadsheet.

Answer

Row F, column 5

Column F, row 5

Functions available in cells

Function key F5

_____ is an absolute address in Microsoft Spreadsheet. Answer

C4

4C

\$C\$4

10700 - 105 Ave.

Microsoft Spreadsheet can be used for _____

Answer

Accounting

Data analysis

Ledger

Accounting, Data analysis and Ledger

To explore a website, user needs a _____

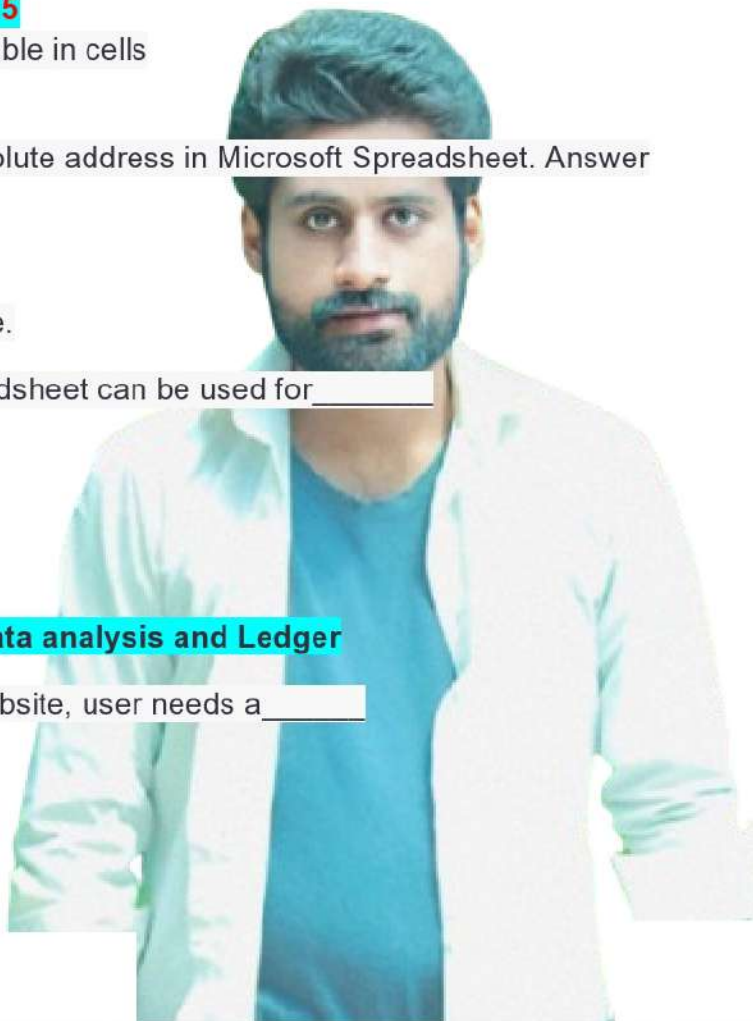
Answer

Web server.

Web browser.

Web hosting.

Joystick



Arrangement of elements (title and subtitle text, pictures, tables etc) on a slide is called

Answer

layout.

presentation.

design.

scheme

To print Microsoft PowerPoint presentation, press

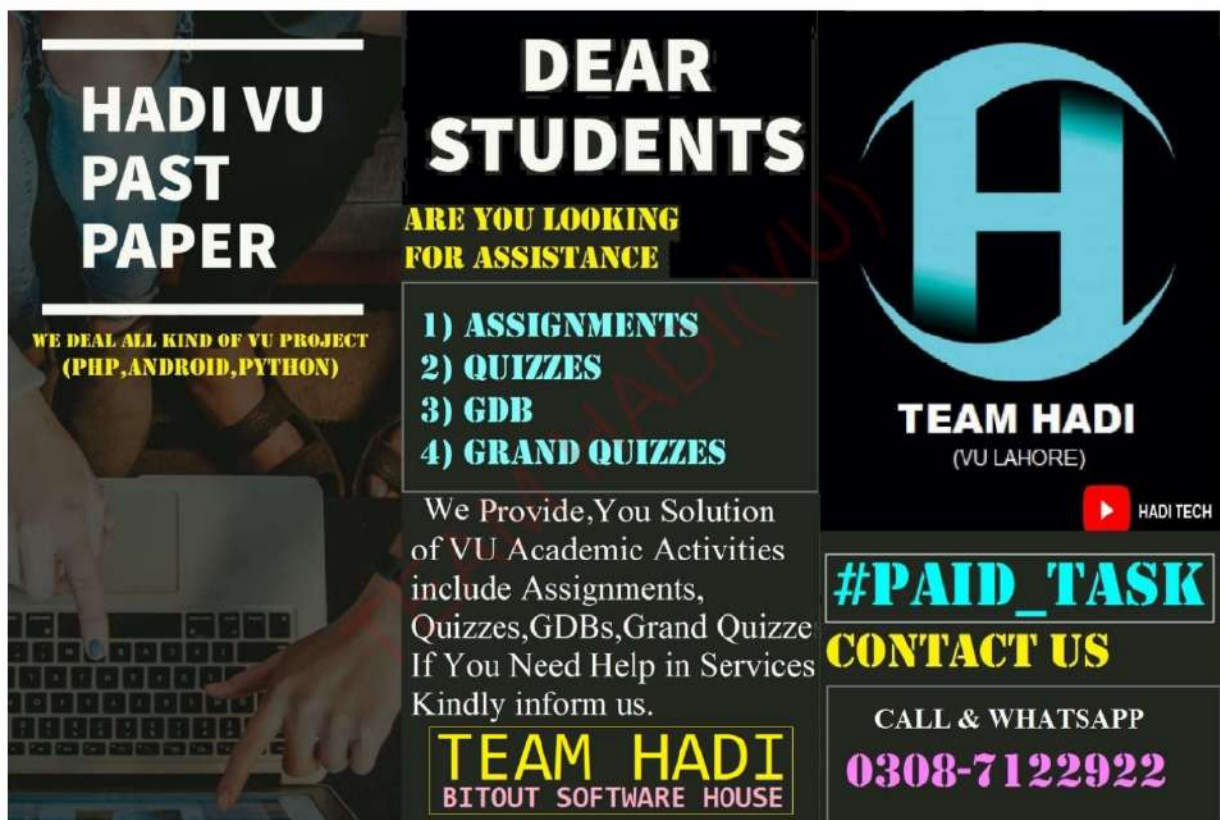
Answer

Ctrl + A.

Ctrl+Shift+P.

Ctrl + P.

Ctrl + S



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