

CCC MCQS

- Q.1 How many largest Font size in formatting toolbar in Word ?
A. 50 B. 60 **C. 72** D. 68
- Q.2 Full form of CPU?
A. Central Progress Unit B. Control Processing Unit
C. Control Progress unit **D. Central Processing Unit**
- Q.3 Which E-mail ID is right ?
A. abc@gmail@com **B. abc@gmail.com**
C. gmail@abc.com D. abc@g@gmail.com
- Q.4 What is abc in abc@gmail.com ?
A. Domain Name B. User ID
C. User Name D. Browser Name
- Q.5 What is gmail in abc@gmail.com?
A. Internet Name B. Internet ID
C. User Name **D. Service Provider**
- Q.6 How many people can an e-mail be sent to?
A. Only One person B. Five or Ten Person
C. To many person at once D. None of these
- Q.7 What happens when composing an e-mail ?
A. New e-mail ID can be made **B. A new e-mail can be sent**
C. E-mails can be deleted D. None of these
- Q.8 Full form of HTTP.....
A. Hyper Text Transparent Protocol
B. High Text Transparent Protocol
C. Hyper Text Transfer Protocol
D. High Text Transfer Protocol
- Q.9 What is meaning of CC in e-mail ?
A. Carbon Copy B. Copy Copy C. Copy Carbon D. None
- Q.10 What is meaning of BCC in e-mail ?
A. Black carbon Copy B. Bluk Carbon Copy
C. Blue Carbon Copy **D. Blind Carbon Copy**

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- Q.11 What is meaning of space between two coloumns in MS Word ?
A. Gutter **B. Spacing** C. Width D. Height
- Q.12 What kind of programme is MS Word ?
A. Editing Software B. Data base C. Spreadsheet D. Paint
- Q.13 What is Portrait and Landscape ?
A. Line Number B. Margins C. Page size **D. Orientation**
- Q.14 What need to be done to adjust the old programme to the current state ?
A. Programme update B. Programme Delete
C. Programme Recover D. None
- Q.15 If one file is connected to another file in the Internet, then what is the point of such a connection?
A. Hyper Text **B. Hyper Link** C. Hyper Bold D. None
- Q.16 Which of the following does not have a page margin in MS Word ?
A. Top B. Left C. Right **D. Center**
- Q.17 What is the letter above the line called ?
A. Subscript **B. superscript** C. Shadow D. emboss
- Q.18 What is on processor in CPU ?
A. Aluminium Sink B. Fan C. SMPS D. None of these
- Q.19 Full form of MODEM.....
A. Modulator Demodulator B. Maximum Demodulator
C. Minimum Demodulator D. None of these
- Q.20 What is the default line size in dropca[in MS Word ?
A. 8 **B.10** C. 9 D. 11
- Q.21 What is the maximum line size in dropcap in MS Word ?
A. 1 B.2 **C. 3** D. 4
- Q.22 How many maximum columns can be kept in the table in MS Word ?
A. 50 B. 60 **C. 63** D. 70

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- Q.23 In which menu do yo go to create a new document in MS Word ?
A. **File** B. Edit C. Home D. Insert
- Q.24 In which menu does cut and paste come ?
A. Home B. **Edit** C. Insert D. Inbox
- Q.25 What is the main screen of the computer monitor called ?
A. Task Panel B. Recycle Bin C. **Desktop** D. Taskbar
- Q.26 What is the bottom horizontal bar in the screen of the computer monitor ?
A. Task B. **Taskbar** C. Desktop D. Statusbar
- Q.27 Use of Recycle bin....
A. Make a new file B. Exit file
C. **To store the deleted file** D. None
- Q.28 Where can I find a document that is a work in progress ?
A. My computer B. Help and Support
C. **My Recent documents** D. None of these
- Q.29 What will happen by pressing Shift + Delete key ?
A. **File will be permanently Deleted** B. File in recycle bin
C. Restored file D. None of these
- Q.30 What is the minimum font size in Word ?
A. 7 B. 9 C. **8** D. 5
- Q.31 What is use to add graphics in MS Word ?
A. **Clipart** B. Wordart C. Dropcap D. All
- Q.32 Short cut key to check spelling ?
A. F2 B. F4 C. F8 D. **F7**
- Q.33 What is main different between LAN and WAN ?
A. **Distance** B. Of connection C. Of computer D. All
- Q.34 Cheating can be done by which of the following ?
A. E-mail B. **Yahoo messenger** C. G.mail D. None
- Q.35 Full form of ROM....
A. Read Only Maximum B. **Read Only Memory**
C. really Only memory D. Read One Memory

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- Q.36 What is the mouse arrow called ?
A. Buttons **B. Pointers** C. Bullet D. None
- Q.37 What will be happen by pressing Ctrl + B ?
A. Bold Font B. Italic Font C. Underline D. None of these
- Q.38 Protocol for writing website address...
A. URL **B. HTTP** C. WWW D. None
- Q.39 Use of Ctrl + A ?
A. Cut B. Copy **C. Select All** D. Paste
- Q.40 Short cut key of Cut...
A. Ctrl + X B. Ctrl + C C. Alt + X D. Shift + C
- Q.41 Use of Ctrl + Z ?
A. Cut B. Copy **C. Undo** D. Select All
- Q.42 Shortcut key of Copy ?
A. Ctrl + C B. Ctrl + X C. Alt + X D. Alt + C
- Q.43 Use of Ctrl + P ?
A. Cut B. Copy **C. Print** D. Paste
- Q.44 Shortcut Key of Paste...
A. Ctrl + V B. Ctrl + P C. Ctrl + C D. Ctrl + X
- Q.45 Which of the following tool is not an output tool ?
A. Moniter **B. Mouse** C. Printer D. None
- Q.46 Submenu is under whom in any programme?
A. Menubar B. Taskbar C. Screen D. None
- Q.47 What is it called when another folder is created in a folder ?
A. Folder **B. Subfolder** C. Copy Paste D. None
- Q.48 Where can it be seen minimizing any programme ?
A. Titlebar B. Desktop **C. Taskbar** D. None
- Q.49 Reversing written information is called what ?
A. Delete **B. Undo** C. Redo D. hyperlink
- Q.50 Where is the file name of the document written ?
A. Titlebar B. Menubar C. In Document D. None

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- Q.51 What to do if you want to send photo in e-mail ?
A. Trash B. Recycle bin **C. Attachment** D. Inbox
- Q.52 What is to keep the CPU cool in a computer system ?
A. Mother Board **B. Heat Sink And Fan** C. SMPS D. All
- Q.53 Meaning of GIGO....
A. Garbage In Garbage Out B. Globle Input In Globle Output
C. Garbage Out Garbage In D. Get Input Get Output
- Q.54 Header and footer can be given in how many pages ?
A. First B. Last **C. All** D. None
- Q.55 Use of Ruler bar...
A. Large the File B. To Expand the file
C. To set margin, page setup and tab D. All Of These
- Q.56 What is the name of the small picture that appears on the desktop of the computer ?
A. Icon B. Hard Disk C. Restore Button D. All
- Q.57 What noun separates user name and service provider in e-mail ?
A. _ B. - **C. @** D. =
- Q.58 What types of information can be sent via e-mail ?
A. Letter & Audio B. letter & Digit
C. Multimedia **D. All of these**
- Q.59 Junk mail is known by what other names ?
A. Less importance mail B. Very important urgent mail
C. Unnecessary mail D. All
- Q.60 What is the name of the organization providing e-mail service ?
A. Host Name B. Domain Name
C. User Name D. Service Name

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- Q.61 E-mail address can be maximum of how many characters ?
A. 256 B. 257 **C. 255** D. 254
- Q.62 Which of the following can be included in an E-mail address ?
A. (a to z) B. (0 to 9) C. (. _ -) **D. All**
- Q.63 Which symbol is placed after the host name in e-mail ?
A. @ B. # **C. .** D. -
- Q.64 What is com in 'kpxyz q@ gmail.com' E-mail ?
A. User Name B. Host Name
C. Service Name **D. Domain Name**
- Q.65 What is the process of registering an E-mail address ?
A. Sign out B. Sign In **C. Sign Up** D. None
- Q.66 What is needed when wanting to use E-mail ?
A. Sign Out **B. Sign In** D. Sign Up D. None
- Q.67 Which is the worlds first network ?
A. ICENET B. NET C. WWW **D. ARPANET**
- Q.68 What is required to view a web page ?
A. WWW B. TCP / IP **C. Browser** D. None
- Q.69 Meaning of URL....
A. Uniform Resource Locator
B. Universal Resource Locator
C. United Resource Locator
D. Uniform Reuse Location
- Q.70 Meaning of internet....
A. Collection Of Website B. Software
C. Network D. File

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- Q.71 What does every webaddress start with ?
A. **http://** B. WWW C. http// D. .com
- Q.72 Who manages the internet ?
A. IBTF B. IAB C. **ISOC** D. ALL
- Q.73 What is the connection of phone and internet called ?
A. Connection B. Combination
C. **Tele Communication** D. All
- Q-74. ARPANET was developed in which year ?
A. 1950 B. **1960** C. 1970 D. 1980
- Q-75. Developer fo ARPANET...
A. **The U.S. Government** B. IBM
C. Microsoft D. All
- Q-76. How many bits is an IPV4 address ?
A. 8 Bit B. 16 Bit C. **32 Bit** D. 64 Bit
- Q.77 What is the most fitting explaintion for the internet ?
A. Network of Hardware B. Network of Servers
C. **Network of Network** D. Network of Software
- Q.78 ARPANET was damaged in which year ?
A. 1940 B. 1950 C. 1960 D. **1990**
- Q.79 What is a document on the web called ?
A. **Web Page** B. Home Page C. Portal Page D. All
- Q.80 Computer begin is ?
A. ALU B. Memory C. **CPU** D. Control Unit

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- Q.81 Two type of main menu...
- A. Primary and secondary B. Random and Sequential
C. Rom and RAM D. All of These
- Q.82 IN which genera of computer integrated circuits were used ?
- A. First Generation B. Second Generation
C. Third Generation D. Fourth Generation
- Q.83 Chief components of First generation computer meaning....
- A. Transistors B. Vacuum Tubes and Valves
C. Integrated Circuits D. None of these
- Q.84 1 milisecond means....
- A. 1 Second B. 10^{th} if a Seconds
C. 1000^{th} of a Second D. $10,000^{\text{th}}$ of a Second
- Q.85 Which storage devices store maximum data ?
- A. Floppy Disk B. Hard Disk
C. Compact Disk D. Magneto optic Disk
- Q.86 Invention of vacuum tube ?
- A. 1900 B. 1906 C. 1910 D. 1880
- Q.87 The develop of the Primarily,digital Computer ?
- A. USSR B. JAPAN C. USA D. UK
- Q-88. Who introduced the first laptop Computer in the world? when?
- A. Hewlett - Packard, 1980
B. Epson , 1981
C. Laplink Traveling Software Inc, 1982
D. Tandy Model - 200, 1985
- Q-89. What are the types of memory and storage ?
- A. Temporary, Permanent B. Permament, Temporary
C. Slow, Fast D. All
- Q-90. 1 Gigabyte means....
- A. 1024 byte B. 1024 kilobyte
C. 1024 megabyte D. 1024 gigabyte

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- Q-91. Founder of Integrated circuits...
A. Jack Kilby B. Robert Noyce
C. A & B D. None of these
- Q-92. Which is the best unit to measure the data of external storage device ?
A. Bits **B. Bytes**
C. Hertz D. Clock Cycles
- Q-93. Who started the personal computer industry ?
A. IBM B. Apple C. COMPAQ D. HCL
- Q-94. What do you call the print out of the document, the paper is taken ?
A. Softcopy Output **B. Hardcopy Output**
C. Permanent Output D. All of these
- Q-95. What is Bit ?
A. Binary Digits B. Bit of System
C. A part of byte D. All of these
- Q-96. What do you call an error in computer data ?
A. Chip **B. Bug** C. CPU D. Storage Device
- Q-97. What nibble means ...
A. 1 Bits B. 2 Bits **C. 4 Bits** D. 8 Bits
- Q-98. How many generations of computer software are there ?
A. 2 B. 3 C. 4 **D. 5**
- Q-99. What is MICR S special in k madeof ?
A. Zinc Oxide B. Carbon Oxide
C. Iron Oxide D. None of these
- Q- 100. What type of software is used for word processing ?
A. Application B. System C. Control D. None

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- Q-101. _____ appear at the bottom of the excel window
A. Cells B. Ribbon bar **C. Worksheet Tabs** D. None
- Q-102. What are the basic rectangular building blocks of a spreadsheet ?
A. Cells B. Coloumn C. Row D. Sheet
- Q-103. Another name for a Pre - programmed Formula in Excel is ?
A. Sum B. Autosum **C. Function** D. None
- Q-104. Excel is a program that is used to perpare a...
A. Document B. File C. Tab **D. Spreadsheet**
- Q-105. Which term is used to join the selected cells in to one cell ?
A. Split **B. Merge** C. Distribution D. None
- Q-106. A Formula in Excel alwaya begins with an _____
A. + B. - C. / **D. =**
- Q-107. Which is the correcr formula for sum function ?
A. = SUM (AL - A5) B. + SUM (AL : A5)
C. = SUM (AL : A5) D. / SUM (AL + A5)
- Q-108. Alerts are mostly appear in _____
A. Combo box B. Check box
C. Dialog box D. None of these
- Q-109. File extensions are used in order to...
A. Identify the File type B. Identify the File
C. Ensure the Filename is not lost D. Name the File
- Q-110. Who invented the first email programm ?
A. Ajay Bhutt **B. Ray Tomlinson**
C. Tim Berners-lee D. Dav Moron
- Q-111. World wide web was proposed by :
A. Bill Rogers B. Bill Gates
C. Tim Berners Lee D. None of These