

CPCT TEST PAPER-2025-007 15-MAR-25

SHIFT-2

Total points 52/52 

STUDENT NAME *

VIVA

✓ 1. Files and folders deleted from the hard disk of a computer get stored *1/1 temporarily in _____.

- My Computer
- Recycle Bin
- Current Documents
- RAM



✓ 2. Which of the following is NOT contained in Uniform Resource Identifier * 1/1

- Scheme
- Authority
- Display
- Query



✓ 3.A computer works on a/an _____ number system. *

1/1

binary

✓

octal

decimal

hexadecimal

✓ 4.What is the keyboard shortcut to move to the next suggestion with
Automatic Word Completion in OpenOffice Writer 3?

*1/1

Tab

Ctrl + Tab

✓

Ctrl + Alt + Tab

Shift + Tab

✓ 5.DVD is an example of _____. *

1/1

an optical disk

✓

a magnetic disk

a magnetic tape

a flash device

✓ 6.Which of the following function of MS-Excel 2019 returns a reference to a range that is a specified number of rows and columns from a cell or range of cells? *1/1

- OFFSET
- REOFFSET
- OFFSETREF
- OFFSETREFR

✓

✓ 7.Which of the following device can be used as both input and output deviceWhich of the following device can be used as both input and output device *1/1

- Keyboard
- Touch Screen
- Plotter
- Speakers

✓

✓ 8. Dot matrix is a type of a _____. * 1/1

- scanner
- keyboard
- mouse
- printer

✓

✓ 9.Which of the following statements is/are true with reference to mail merge in MS-Word 365? *1/1

- (i) You cannot add attachments while sending individual messages to each email address using mail merge.
- (ii) You can include links while sending individual message to each email address using Mail merge.

- Only (i)
- Only (ii)
- Both (i) & (ii)
- Neither (i) nor (ii)

✓

✓ 10.Which of the following is NOT a type of a barcode reader? * 1/1

- CCD scanner
- Omni-directional barcode scanner
- Pen wand
- Inkjet reader

✓

✓ 11.Which of the following domains is used to map an address to a name *1/1 when a server request has received a request from a client to do a task?

- Domain Name System
- Network Topology
- Network Interface Card
- Uniform Resource Locator

✓

✓ 12.Which of the following is an optical storage device that uses a laser to *1/1 read and write to the disk using a red laser beam?

- Magnetic disk
- CD
- Blu-ray disk
- Magnetic tape

✓

✓ 13.Drum and flatbed are types of _____. *

1/1

- readers
- scanners
- printers
- plotters

✓

✓ 14.Which of the following network topologies has all the computers *1/1 connected through a single cable?

- Mesh topology
- Bus topology
- Ring topology
- Star topology

✓

✓ 15.Which of the following is a small electronic circuit printed on a chip that contains many of its own circuit elements (e.g. transistors, diodes, resistors, etc.)? *1/1

- Option 1 Vacuum tube
- Integrated circuit ✓
- Microprocessor
- Magnetic drum

✓ 16.By default, MS-Excel 2019 names a worksheet as_____. * 1/1

- Sheet1 ✓
- Sheet_1
- Sheet-1
- Sheet@1

✓ 17.Which computer program sequences print jobs by temporarily storing them in a buffer and sending each one to the printer when the printer is able to processit? *1/1

- Pool
- Spooler ✓
- Drivers
- Operating system

✓ 18.Which protocol is used for assigning IP Address in a network dynamically?

*1/1

- Network server
- SMTP
- DHCP
- POP3

✓

✓ 19.Which of the following is a keyboard short cut to select a column in an MS-Excel 2019 worksheet? *1/1

- Alt + Spacebar
- Ctrl + Spacebar
- Shift + Spacebar
- Caps Lock + Spacebar

✓

✓ 20.With reference to reducing the number of bytes consumed by large files in computers, Codec stands for _____.

*1/1

- compression/decompression
- encoder/decoder
- enhancer/de-enhancer
- sampler/de-sampler

✓

✓ 21.Which of the following is a type of media technology that delivers video and audio content to your Internet-connected device? *1/1

- Trimming
- Streaming
- Watching
- Quantizing

✓

✓ 22.Which of the following types of installation is done when you don't want to upgrade from existing Windows? *1/1

- Clean
- Upgrade
- Uninstall
- Unclean

✓

✓ 23.What does IPv6 stand for? * 1/1

- Internet Protocol version 6
- Internet Protocol verification 6
- Internet Product version 6
- Internet Protocol validation 6

✓

✓ 24.If the MBR of your system is corrupted, which tool can recover it and boot Windows 10 normally? *1/1

- Bootos.exe
- Bootmbr.exe
- Bootrec.exe
- Booting.exe



✓ 25.How is the icon of a Desktop folder changed in Windows 10? * 1/1

- Right click -> Properties-> General -> Folder option
- Right click -> Properties -> General -> Folder Pictures
- Right click on folder -> Properties -> Customize -> Folder icons
- Right click -> Properties -> General -> Advanced



✓ 26.Which of the following keep(s) the track of files and directories in Operating System? *1/1

- File system
- Kernel
- Commands
- User interface



✓ 27.What is the file extension of Rich Text Format files? *

1/1

- .rt
- .rtf ✓
- .rtfs
- .rtes

✓ 28.In sleep mode, the _____. *

1/1

- current state of the computer is saved on a hard disk
- current state of the computer is saved on a digital versatile disk
- current state of the computer is saved on Random Access Memory ✓
- current state of the computer is saved on a compact disk

✓ 29.To edit the content of a cell in MS-Excel 2019, press the _____ key *1/1
after selecting the cell.

- F1
- F2 ✓
- F3
- F4

✓ 30.What is the purpose of test completion criteria in a test plan? *

1/1

- To set the criteria used in generating the test inputs.
- It is a checklist which need to be satisfied so that the software is considered ready to be released to the production environment. ✓
- To know when the test planning is complete.
- To ensure that the test case specification is complete.

✓ 31.The _____ protocol is used for uploading files on the server. *

1/1

- World Wide Web (www)
- Hypertext Markup Language (HTML)
- Dynamic Host Control Protocol (DHCP)
- File Transfer Protocol (FTP) ✓

✓ 32.What will happen when the formula “=COUNTIF(A1:A7,"????s")” is executed in MS-Excel 2016? *

1/1

- It will count the number of cells that have exactly 5 characters, and end with the letter "s" in cells A1 through A7. ✓
- It will count the number of cells that have exactly 7 characters, and end with the letter "s" in cells A1 through A7.
- It will count the number of cells that have exactly 5 characters, and end with the letter "s" in cell A1.
- It will count the number of cells that have exactly 5 characters, and end with the letter "s" in cell A7.



✓ 33.A user has to enter _____ to navigate any website. *

1/1

- PPT
- URL
- WWW
- HTML

✓ 34.State whether the given statements related to MS-Excel 2019 are true *1/1 or false.

- (i) The ribbon is located at the top of the screen and stretches across the window.
- (ii) The Home tab displays a variety of tools and features used to format and move text.

- (i) False (ii) True
- (i) False (ii) False
- (i) True (ii) True
- (i) True (ii) False

✓ 35.In MS-Word 2019, which view displays the original document without tracked changes and comments showing? However, any tracked changes or comments in the document that have not been accepted, rejected, or deleted remain in the document. *1/1

- Final Showing Markup
- Final
- Original
- Original Showing Markup

✓ 36.Which of the following formulas when executed will give an error in MS-Excel 2019? *1/1

- =SUM(A9:A15) * SUM(K9:K15)
- =SUM(A9:A15) * 10
- SUM(A9:A15)-B4/10
- SUM(L9:L12) * SUM(K9:K12)/(10-10)

✓

✓ 37.What is the keyboard shortcut for justified alignment in MS-Word 2019? *1/1

- Ctrl + R
- Ctrl + J
- Ctrl + T
- Ctrl + L

✓

✓ 38.What do you understand by the term 'tabs' in the context of MS-Word 2010? *1/1

- Tabs are not embedded in your document's text
- Tabs are hidden formatting characters, similar to space characters
- Tabs are hidden formatting characters, but are not similar to space characters
- Tabs are viewable formatting characters

✓

✓ 39. FTP is used for _____. *

1/1

- only downloading files
- only uploading files
- merging files
- transferring files between hosts over internet

✓

✓ 40. What do you understand by file naming convention? *

1/1

- A framework for naming your files.
- A framework which helps in transferring data from one file to another.
- A framework which does not relate to other files.
- A framework which describes how files are unrelated to other files.

✓

✓ 41. If the width of the page is less than the height of the page in an MS-Word document then which of the following statements would be FALSE? *1/1

- The page orientation is Landscape.
- The page orientation is in Default.
- The page orientation is Portrait.
- The page is vertically aligned.

✓

✓ 42.What is the process in which a preferred version of a page is selected *1/1 over multiple other versions when searching for webpages?

- URL modification
- URL support
- URL balancing
- Canonicalization ✓

✓ 43.Replacing an IP address (http://208.77.188.166/) with a domain name (http://www.example.com/) is a _____ process. *1/1

- URL support
- DNS Resolution ✓
- URL balancing
- URL modification

✓ 44.Which of the following text functions of MS-Excel 2019 is used to join *1/1 two or more text strings into one string?

- CONCATENATE ✓
- JOIN
- MERGE
- COMBINE

✓ 45._____ is the logical function used in MS-Excel. *

1/1

- IF()
- VLOOKUP()
- SQRT()
- DATEVALUE()

✓

✓ 46.In MS-Excel 2019, after pressing F4 key twice, the cell reference changes from A1 to _____.

*1/1

- absolute reference (\$A\$1)
- absolute row reference (A\$1)
- relative reference (A1)
- absolute column reference (\$A1)

✓

✓ 47.In MS-Excel, a/an _____ is an action or a set of actions that you record and can run as many times as you want.

*1/1

- micro
- macro
- trigger
- entity

✓

✓ 48. Identify the sequence of steps used in MS-Excel 365 to enable the Developer tab. *1/1

- Insert -> Options -> Customize Ribbon
- File -> Options -> Customize Ribbon
- Design -> Options -> Customize Ribbon
- View -> Options -> Customize Ribbon

✓

✓ 49. The ASCII value of decimal 5 is _____. * 1/1

- 57
- 97
- 53
- 65

✓

✓ 50. The hexadecimal equivalent of decimal 10 is _____. * 1/1

- A
- B
- C
- D

✓

✓ 51. The octal equivalent of decimal number 15 is _____. *

1/1

- 12
- 17
- 15
- 14



✓ 52. Which function of MS-Excel 2019 returns TRUE if any argument is TRUE?

*1/1

- AND
- NOT
- OR
- AT



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