

Candidates should open the top side of the seal of this Booklet and take out the OMR Answer Sheet placed between page no. 2 and 3.

Test Booklet No. :

A1-R5 : Information Technology Tools and Network Basics

Test Booklet Series : **23**

Time Allowed : 2 Hours

Maximum Marks : 100

Roll No. :

Answer Sheet No. :

Read the following instructions carefully before you begin to answer the questions.

INSTRUCTIONS TO THE CANDIDATES

1. Before you start to answer the questions you must check this booklet and ensure that it contains all the pages (12) and see that no page or portion thereof is missing or repeated. If you find any defect in this Booklet, you must get it replaced *immediately*.
2. OMR Answer-Sheet is within the Question Booklet. Please ensure OMR Answer-Sheet number and Test Booklet No. of Question Paper are same. Read the instructions printed on OMR Answer-Sheet carefully before filling the information on the OMR Answer-Sheet. You must complete and code all the details on the OMR answer sheet correctly, failing which your answer sheet may not be evaluated. You must also put your signature on the OMR Answer-Sheet at the prescribed place before you start answering the questions. These instructions must be fully complied with, failing which, your OMR Answer-Sheet may not be evaluated.
3. This booklet consists of **100** Multiple Choice Questions and are printed in English language only. Each question has 4 (four) alternatives (A), (B), (C) and (D). In case if you find more than one correct answer, then choose the most appropriate single option and darken the appropriate circle in the answer sheet against the related question.
4. For each **correct** answer One mark will be given and **no negative marking** for incorrect answer.
5. Use Black/Blue ball point Pen to darken the circle. Answer once darkened is not allowed to be erased or altered. Against any question if more than one circle is darkened, machine will allot **zero mark** for that question.
6. Do not fold answer sheet in any case.
7. No rough work should be done on the Answer-Sheet. Space for rough work has been provided in this booklet.
8. Mobile phones and wireless communication devices are completely banned in the examination hall/rooms. Candidates are advised not to keep mobile phones/any other wireless communication devices with them even in switched off mode, in their own interest. Failing to comply with this provision will be considered as using unfair means in the examination and action will be taken against them including cancellation of their candidature.
9. Candidate should not leave the examination hall/room without handing over his/her Answer-Sheet to the invigilator and without signing on the attendance sheet at proper place against your roll number. Further candidate should also ensure that booklet no., booklet series and OMR Answer-Sheet No. are correctly written on attendance sheet before signing on it, failing in doing so, may lead to disqualification/ no evaluation of OMR Answer-Sheet will be done.

DO NOT OPEN THE QUESTION BOOKLET UNTIL YOU ARE TOLD TO DO SO.

Name of Candidate : _____ Signature of Candidate : _____

1. What will be the JAVA extension file used in IoT ?
 (A) .c (B) .py
 (C) .exe (D) .jar
2. E-payments can be done through _____.
 (A) Wallets
 (B) Digital Wallets
 (C) Cash
 (D) None of the above
3. The Image Map is stored in a layer below the picture is called :
 (A) Server side Image Map
 (B) Pics Image Map
 (C) Client side Image Map
 (D) None of the above
4. _____ is used to send an email to some other person in addition to the main subject receiver without disclosing details to all.
 (A) Carbon Copy
 (B) Blind Carbon Copy
 (C) Double Blind Copy
 (D) Xerox Copy
5. LibreOffice Calc doesnot provide following Toolbar :
 (A) Media Playback (B) 3D settings
 (C) Painting (D) Drawing
6. LibreOffice Writer gives an option to export the document as _____.
 (A) PDF
 (B) EPUB
 (C) Both PDF and EPUB
 (D) Only JPG
7. Spreadsheet file created in LibreOffice Calc is saved with extension :
 (A) .ods (B) .odt
 (C) .ott (D) .odf
8. To jump to last edited slide in Impress use shortcut keys :
 (A) CTRL+Shift+F4
 (B) Alt+Shift+F4
 (C) Alt+Shift+F5
 (D) CTRL+Shift+F5
9. A POS is a _____ system to process card payments at retail stores.
 (A) Software (B) Middleware
 (C) Firmware (D) Hardware
10. Which is not true about Bookmarks ?
 (A) @ character cannot be used as a bookmark name
 (B) Navigator is opened by F5 and to jump to specific bookmark
 (C) Lower list contain all the bookmarks in the current document
 (D) To Delete a bookmark, select and press Delete button

11. Which is not a valid presentation mode in LibreOffice Impress ?
 (A) Full Screen
 (B) Half Screen
 (C) In a Window
 (D) Loop and Repeat
12. A utility software to help deliver protection to mobile cyber threats and online scams :
 (A) Norton Mobile Security
 (B) Norton Mobile Guard
 (C) Norton Anti-Virus Mobile safety
 (D) None of the above
13. Popular access method for Computer Network :
 (A) Bus token (B) Ethernet
 (C) Token Ring (D) P2P
14. Formatting marks can be toggled using _____ shortcut keys.
 (A) CTRL+F10 (B) CTRL+F9
 (C) CTRL+F7 (D) CTRL+F8
15. Different meanings of words in a document can be searched from _____.
 (A) Dictionary (B) Google
 (C) Thesaurus (D) Spelling
16. AADHAR is a unique identity number issued by _____.
 (A) UBI (B) UIAI
 (C) UIDAI (D) UBDAI
17. Track changes in LibreOffice does not allow to _____.
 (A) Merge Document
 (B) Compare Document
 (C) Record
 (D) Split Document
18. Anchors can be placed to _____.
 (A) Character (B) Paragraph
 (C) Frame (D) All the above
19. Total types of IoT platforms and voice communication is _____.
 (A) 4, 3 (B) 3, 4
 (C) 2, 4 (D) 3, 2
20. One format for LAN OS _____.
 (A) Common Server (B) Place to Place
 (C) CSMA/CD (D) Peer to Peer
21. In LibreOffice Writer which style option is not available :
 (A) Emphasis
 (B) Strong Emphasis
 (C) Quotation
 (D) Double Quotation
22. A new slide that contains an unordered list from the titles of the slides that follow the selected slide is called _____.
 (A) Outline Slide
 (B) Preview Slide
 (C) Preview Presentation
 (D) Summary Slide

23. One can access database fields in the document using option.
- (A) Add Database
(B) Add Table
(C) Add Relation
(D) Exchange Database
24. To protect sensitive information portion / content in a file in LibreOffice Impress it is recommended to use :
- (A) Redact (B) Protect
(C) React (D) Hide
25. Which is not true for Flip action in LibreOffice Calc ?
- (A) Flipping a selection converts it into a floating selection
(B) Flip Horizontal flips the left side to the right side
(C) Flip Horizontal flips the right side to the left side
(D) Flip Vertical flips the top to the bottom
26. Two shapes in Presentation file created in LibreOffice Impress can be connected using _____.
- (A) Joint (B) Fix
(C) Attacher (D) Connector
27. Which service provides dynamic IP addressing to clients ?
- (A) WINS (B) DNS
(C) DHCP (D) PPP
28. Which is **not** an example of LAN based messaging ?
- (A) Domino (B) IIS
(C) Exchange (D) Groupwise
29. Presentation file created in LibreOffice Impress is saved with the extension _____.
- (A) .ods (B) .odt
(C) .ott (D) .odp
30. Footnote is placed _____.
- (A) At bottom of all pages but same
(B) At bottom of each page but different
(C) Inside the footer of the page
(D) Inside the header of the page
31. The number of digits printed on ATM Debit card is _____.
- (A) 10 (B) 12
(C) 11 (D) 13
32. What is the shortcut for Print Preview in LibreOffice Writer ?
- (A) CTRL+Shift+O (B) CTRL+Shift+P
(C) CTRL+Shift+PP (D) CTRL+P+P
33. Which of the following statement is/are true for Repeaters ?
- (A) Layer one devices
(B) Connect two maximum length segments
(C) Active powered device
(D) All the above

34. Document file created in LibreOffice Writer is saved with extension :
- (A) .doc (B) .odt
(C) .ott (D) .odf
35. Name the first Super Computer developed in India :
- (A) Sahasra (B) Saga
(C) Param Yuva (D) Param 8000
36. Which property of Snap Object can be adjusted in LibreOffice Impress ?
- (A) X-Position (B) Y-Position
(C) Vertical Type (D) All the above
37. Shortcut to insert a function in LibreOffice Calc ?
- (A) CTRL+F2 (B) CTRL+F1
(C) CTRL+F3 (D) CTRL+F9
38. It is not possible to insert _____ in a document.
- (A) Image (B) Shape
(C) Video (D) 3D Model
39. Banks use this machine to process large number of cheques :
- (A) OMR (B) OCR
(C) Barcode Reader (D) MICR
40. LibreOffice Calc does not remotely save the file on _____.
- (A) Google Drive (B) One Drive
(C) IBM Lotus Notes (D) FTP
41. Connectors are anchored to particular places in LibreOffice Impress using _____.
- (A) Fixer (B) Glue
(C) Point (D) GluePoint
42. Spreadsheet file can be emailed as in LibreOffice Calc as _____.
- (A) OpenDocument (B) Microsoft Excel
(C) PDF (D) All the above
43. Which is not a valid property of Transition on slide ?
- (A) Variant (B) Sound
(C) Duration (D) Color
44. Comments in LibreOffice Calc can be _____.
- (A) Edited (B) Shown
(C) Deleted (D) All the above
45. Which of the following is an OpenSource Software ?
- (A) Photoshop (B) MS Word
(C) Skype (D) LibreOffice
46. CEO of the Facebook is _____.
- (A) Mark Zuckerberg
(B) Mark Saverin and Andrew McCollum
(C) Dustin Biden and Chris Hughes
(D) None of the above

47. Which is not a valid Style in LibreOffice Calc ?
 (A) Heading 1 (B) Good
 (C) Bad (D) Poor
48. Ready queue in OS is maintained by _____.
 (A) Array (B) Stack
 (C) Linked List (D) Tree
49. LibreOffice Calc shortcut key for automatic spell check :
 (A) Shift+F7 (B) CTRL+F7
 (C) Shift+F9 (D) CTRL+F9
50. Which is not a firewall technique ?
 (A) Packet filters
 (B) Application Gateways
 (C) Proxy Server
 (D) Fire Proxy Service
51. Netiquette is a rule related to _____.
 (A) Food habits (B) Cyber habits
 (C) Retailing habits (D) Banking habits
52. Through which network does Open IoT manage registration, deployment of sensors ?
 (A) LSM (B) HTTP
 (C) X-GSN (D) GSN
53. Shortcut Key to AutoFilter in LibreOffice Calc is _____.
 (A) CTRL+Shift+L (B) CTRL+Shift+A
 (C) CTRL+Shift+F (D) CTRL+Shift+K
54. Shortcut for Find and Replace in Presentation file created in LibreOffice Impress is :
 (A) CTRL+G (B) CTRL+F
 (C) CTRL+I (D) CTRL+H
55. In the multithreaded model scheduling of thread execution is a task of _____.
 (A) Input
 (B) Output
 (C) Memory
 (D) Operating System
56. Twitter text posted as Tweet can be of _____ length.
 (A) 140 (B) 240
 (C) 260 (D) 280
57. An image map is a group of one or more :
 (A) Images (B) Pics
 (C) Hotspots (D) Maps
58. To Digitally sign a document in LibreOffice Writer we use Digital Signature menu option from _____.
 (A) File (B) Edit
 (C) Insert (D) Tools

59. Third Generation of Computers used _____.
- (A) VLSI
(B) Integrated Circuits
(C) Transistors
(D) Vacuum Tubes
60. Software which is developed and modified freely is called _____.
- (A) Synchronous Software
(B) Package
(C) Middleware
(D) OSS
61. Telegram is used for _____.
- (A) Making E-Payments
(B) Sending messages across different platforms
(C) Emailing Application
(D) None of the above
62. Software piece of code that replicates to cause a damage in computer system :
- (A) Virus (B) Bacteria
(C) Tram (D) Spam
63. During presentation slides can be changed _____.
- (A) Manually
(B) By clicking on background
(C) By using mouse as pen
(D) All of the above
64. An extension of multiprogramming OS is _____.
- (A) Time sharing
(B) Multitasking
(C) Only Time sharing
(D) Both Time sharing and Multitasking
65. UMANG do not provides services for :
- (A) Farmers (B) Hunters
(C) Students (D) Pensioners
66. Impress allows a user to _____ macros.
- (A) Run (B) Edit
(C) Organise (D) All of the above
67. To exit LibreOffice what is the shortcut key ?
- (A) Ctrl+E (B) Ctrl + W
(C) Ctrl + T (D) Ctrl + Q
68. In order to copy the format of the text document in another text document we use :
- (A) Format Painter
(B) Copy Formatting
(C) Paint Formatting
(D) Clone Formatting
69. _____ is a secure cloud based platform for storage, sharing and verification of documents & certificates.
- (A) Amazon Web Services
(B) Oracle Cloud
(C) Google Cloud
(D) Digilocker

70. OSI Reference Layer responsible for routing is _____.
- (A) Physical (B) Network
(C) Data link (D) Transport
71. Open Remote option opens file from _____.
- (A) Desktop (B) Hard disk
(C) Pen drive (D) Services
72. The best option to relate a process is a _____.
- (A) An Operating System itself
(B) Complete software package
(C) Program in execution
(D) Interrupt handler
73. LinkedIn can be used to _____.
- (A) Build connections
(B) Stay in touch with colleagues
(C) Search jobs
(D) All the above
74. Conditional formatting can be done in LibreOffice Calc based on :
- (A) Date (B) Formula
(C) Cell Value (D) All the above
75. Which is not a valid Formatting mark in LibreOffice Calc ?
- (A) Non-breaking space
(B) Non-breaking hyphen
(C) Word Joiner
(D) Sentence Joiner
76. Track changes in LibreOffice Writer does not allow one to _____.
- (A) Accept (B) Reject
(C) Delete (D) Accept All
77. Shortcut key for "Save As" is _____.
- (A) CTRL+S
(B) CTRL+SHIFT+S
(C) CTRL+ALT+S
(D) None of the above
78. Spreadsheet file can be digitally signed using a certificate of standard _____.
- (A) X.502 (B) X.503
(C) X.510 (D) X.509
79. Which is not required hardware for LAN ?
- (A) NIC (B) File Server
(C) Coaxial Cable (D) Monitor Server
80. What you will use in 3D printing material ?
- (A) Resins (B) Nintinol
(C) Rubber (D) All the above
81. Which is not a valid step in Chart Wizard in LibreOffice Calc ?
- (A) Data Series (B) Chart Series
(C) Chart Elements (D) Chart Type

82. To revert the formatting of a manually formatted object on a slide to the style defined in the master slide use _____.
- (A) Clear
(B) Clear Format
(C) Clear Direct Formatting
(D) Format Eraser
83. _____ is the Fastest technique to instantly transfer funds electronically between different banks.
- (A) NEFT (B) RTGS
(C) SMPS (D) IMPS
84. Master slide presentation file created in LibreOffice Impress has :
- (A) everything appears by default on all the slides
(B) everything appears by default on the first slide
(C) everything appears by default on the last slide
(D) none of the above
85. To Toggle print preview option one can use the following keys _____.
- (A) CTRL+P (B) CTRL+T+P
(C) CTRL+O (D) CTRL+Shift+O
86. AutoCorrect entry can help to create _____.
- (A) Replacements
(B) Exceptions
(C) Word Completions
(D) All the above
87. Shortcut to start the presentation from the current slide is :
- (A) F5 (B) F4
(C) Shift+F5 (D) Shift+F4
88. LibreOffice Calc doesnot give a wizard for _____.
- (A) Letter (B) Fax
(C) Agenda (D) Email
89. Which is not a packet switched WAN ?
- (A) ATM (B) ISDN
(C) Frame Replay (D) X.25
90. What can be done by Inserting Cross Reference in LibreOffice Writer ?
- (A) Jump to Specific text passages
(B) Insert References as Fields in the single document
(C) Use Objects with Caption and bookmarks as targets.
(D) All the above are possible
91. Shortcut to activate Extension Manager in LibreOffice Calc is _____.
- (A) CTRL+E (B) CTRL+Alt+E
(C) CTRL+Shift+E (D) CTRL+F9

92. Which is not an Operating System service given to users ?
 (A) I/O
 (B) Process management
 (C) Compilation
 (D) File management
93. Create a batch of documents that are personalized for each recipient :
 (A) Customised files
 (B) Personalised Emails
 (C) Mail merge utility to merge
 (D) None of the above
94. Shortcut to trace dependents in LibreOffice Calc is _____.
 (A) Shift+F2 (B) Shift+F5
 (C) Shift+F3 (D) Shift+F9
95. In a Form which field cannot be added ?
 (A) Date (B) Time
 (C) Numerical (D) String
96. Presentation cannot be converted to _____.
 (A) Bitmap (B) Metafile
 (C) 2D (D) 3D
97. Which address is permitted not to use two forward slashes ?
 (A) Http URL (B) SMTP URL
 (C) News Address (D) Telnet URL
98. Emails and its related data is stored on :
 (A) Attachment
 (B) Computer hard disk
 (C) Mailbox
 (D) Google Drive
99. Which is not a valid paper format in Impress Slide property ?
 (A) Length (B) Width
 (C) Height (D) Orientation
100. Which is not a valid option to Arrange in LibreOffice Calc ?
 (A) Bring to Front (B) Send to Back
 (C) Send to Front (D) Forward One

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SPACE FOR ROUGH WORK

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