Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	_____ is input device	Printer	Projector	Light Pen	OHP	C
2	_____ is most commonly used pointing device.	Scanner	Keyboard	Mouse	Webcam	C
3	_____ is most powerful computer	Micro	Mini	Mainframe	Super	D
4	_____ is not characteristic of computer	Ample Storage	Automation	To think and Emote	Versatility	C
5	_____ is open platform by Internet for people to interact and share their thoughts.	Shopping cart	Social Networking	Ecommerce	Trading sites	B
6	_____ bar is at the bottom of the window	Status	Title	Home	Tool	A
7	_____ bar is at the top of the window	File	Home	Insert	Title	D
8	_____ can be used to set margins and indents in Document.	Status Area	Ruler Line	Status Bar	Toolbar	B
9	_____ cancels command given earlier	Repeat	Redo	Undo	Cancel	C
10	_____ from this button we can open and save file	Main	File	Formula	View	B
11	_____ is a correct syntax of OR function in MS-Excel.	OR (IF)	OR (Logical Test1, Logical Test 2 ∶ ∶..)	OR (A+B+C)	OR (A1:A5)	B
12	_____ is a date function n MS-Excel.	Max ()	Min ()	Today ()	AND ()	C
13	_____ is a type of chart in MS-Excel.	Scatter	Pie	Line	All of these	D
14	_____ is the correct option to sort data after selecting it in MS Excel 2019 .	page layout tab and click on sort	click on view tab -> sort button	review tab -> sorting data	data tab -> sort	D
15	_____ is used for storing the chart in MS-Excel.	Table	functions	Chart sheet	Formulae	C

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16	_____ click screen clipping to insert picture of any part of the screen	Screenshot	View	File	Copy	A
17	_____ is extension for Presentation in Office 2019	.docx	.pptx	.accdb	.prst	B
18	_____ is not available in PowerPoint.	Spelling Checker	Thesaurus	Translate	None of these	D
19	_____ is used to create best presentation.	MS Word	Excel worksheet	Notepad	Powerpoint	D
20	_____ is used to create business presentations	MS Word	MS Excel	MS PowerPoint	MS Presenter	C
21	_____ is WAN type of network.	Internet	Browser	Webpage	Home page	A
22	_____ means government Web Site.	edu	net	gov	com	C
23	_____ memory device is built in a computer's CPU Cabinet.	CD	Pen drive	Hard Disk	Floppy disc	C
24	_____ shortcut key is used to see all the list of Internet Addresses.	F1	F2	F3	F4	D
25	_____ are examples of E-Commerce sites.	Amazon	Flipkart	Snapdeal	All of Above	D