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**Josh**  
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Practice Question Set on Computer Knowledge  
for SBI Clerk Exam 2012

**1. A (n) \_\_\_\_\_ backup contains a copy of every program, data, and system file on a computer.**

- (A) restoration
- (B) bootstrap
- (C) differential
- (D) full
- (E) None of these

**2. Every component of your computer is either-**

- (A) application software or system software
- (B) software or CPU/RAM
- (C) hardware or software
- (D) input devices or output devices
- (E) None of these

**3. A blinking symbol on the screen that shows where the next character will appear-**

- (A) delete key
- (B) arrow key
- (C) cursor
- (D) return key
- (E) Esc key

**4. Being \_\_\_\_\_ means being familiar enough with computers that you understand their capabilities and limitations.**

- (A) computer literate
- (B) computer competent
- (C) computer savvy
- (D) technology literate
- (E) None of these

**5. Which of the following could you do to remove a paragraph from a report you had written?**

- (A) Delete and edit

- (B) Copy and paste
- (C) Cut and paste
- (D) Undo typing
- (E) Highlight and delete

**6. Information on a computer is stored as what?**

- (A) Analog data
- (B) Digital data
- (C) Modem data
- (D) Watts data
- (E) None of these

**7. C, BASIC, COBOL and Java are examples of \_\_\_\_\_ languages.**

- (A) low-level
- (B) computer
- (C) system programming
- (D) high-level
- (E) None of these

**8. Most Web sites have a main page, the \_\_\_\_\_ , which acts as a doorway to the rest of the Web site pages.**

- (A) search engine
- (B) home page
- (C) browser
- (D) URL
- (E) None of these

**9. An email account includes a storage area, often called a(n)-**

- (A) attachment
- (B) hyperlink
- (C) mailbox

(D) IP address

(E) None of these

**10. The \_\_\_\_\_ is the box that houses the most important parts of a computer system.**

(A) software

(B) hardware

(C) input device

(D) system unit

(E) None of these

**11. What type of computer could be found in a digital watch?**

(A) Mainframe computer

(B) Supercomputer

(C) Embedded computer

(D) Notebook computer

(E) None of these

**12. What is a modem connected to?**

(A) Processor

(B) Mother board

(C) Printer

(D) Phone line

(E) None of these

**13. A (n) \_\_\_\_\_ is a collection of information that determines which files you can access and which settings you use.**

(A) network

(B) user account

(C) operating system

(D) file system

(E) None of these

**14. The space in your computer that loads and works with data-**

- (A) cache memory
- (B) CPU
- (C) megabyte
- (D) RAM memory
- (E) ROM memory

**15. \_\_\_\_\_ hard drives are permanently located inside the system unit and are not designed to be removed, unless they need to be repaired or replaced.**

- (A) Static
- (B) Internal
- (C) External
- (D) Remove
- (E) None of these

**16. A computer \_\_\_\_\_ consists of two or more computers and other devices that are connected for the purpose of sharing data and programs.**

- (A) network
- (B) system
- (C) workstation
- (D) device
- (E) None of these

**17. The taskbar is located-**

- (A) on the Start menu
- (B) at the bottom of the screen
- (C) on the Quick Launch tool bar
- (D) at the top of the screen
- (E) None of these

**18. Once information is input into a computer, it becomes-**

- (A) objects
- (B) data
- (C) ideas
- (D) facts
- (E) None of these

**19. Generally, you access the Recycle Bin through an icon located-**

- (A) on the desktop
- (B) on the hard drive
- (C) on the shortcut menu
- (D) in the Properties dialog box
- (E) None of these

**20. Computer programs are written in a high-level programming language; however, the human-readable version of a program is called-**

- (A) cache
- (B) instruction set
- (C) source code
- (D) word size
- (E) None of these

**21. The Recycle Bin stores discarded items until-**

- (A) another user logs on
- (B) the computer is shut down
- (C) the end of the day
- (D) you empty it
- (E) None of these

**22. A \_\_\_\_\_ is a collection of information saved as a unit.**

- (A) folder
- (B) file

- (C) path
- (D) file extension
- (E) None of these

**23. Input, output, and processing devices grouped together represent a(n)-**

- (A) mobile device
- (B) information processing cycle
- (C) circuit board
- (D) computer system
- (E) None of these

**24. One thousand bytes is a-**

- (A) kilobyte
- (B) megabyte
- (C) gigabyte
- (D) terabyte
- (E) None of these

**25. What part of the computer provides only temporary storage of files?**

- (A) ROM memory
- (B) RAM memory
- (C) Hard drive
- (D) Mother board
- (E) Processor

**26. How many are the margins on page?**

- (A) Two (header and footer)
- (B) Four (Upper, lower, right, left)
- (C) Two (Landscape, portrait)
- (D) Two (Upper and lower)

(E) None of these

**27. Where are data and programme stored when the processor uses them?**

(A) Main memory

(B) Secondary memory

(C) Disk memory

(D) Programme memory

(E) None of these

**28. Which one of the following four words is odd?**

(A) Application

(B) Peripheral

(C) Programme

(D) Software

(E) None of these

**29. If formation of computer, the hardwares \_\_\_\_\_ are used.**

(A) Monitor, Central Processing Unit (CPU), Keyboard, Mouse, Software and Network

(B) Monitor, Central Processing Unit (CPU), Keyboard, Mouse Programme and Network

(C) Monitor, Central Processing Unit (CPU), Keyboard, Mouse, Printer and Modem

(D) Monitor, Central Processing Unit (CPU), Keyboard, Mouse, Application and Network

(E) None of these

**30. Aligning of text in column is-**

(A) Justified

(B) Right

(C) Centre

(D) Left

(E) None of these

**31. Why are unknown e-mails deleted?**

- (A) You may be sentenced to jail
- (B) That man can identify and harm you
- (C) These are dirty manners
- (D) The e-mail may consists of virus that may damage your computer
- (E) None of these

**32. What is embedded system?**

- (A) The programme which arrives by being wrapped in box.
- (B) The programme which is the permanent part of the computer
- (C) The computer which is the part of a big computer
- (D) The computer and software system that control the machine
- (E) None of these

**33. Selection of command-**

- (A) Opens the copy of the document in preview
- (B) Prints the copy of displayed document
- (C) Brings change in expansion of displayed document
- (D) Saves the copy of displayed document
- (E) None of these

**34. The amount of vertical space between lines of text in a document is called-**

- (A) double-space
- (B) line spacing
- (C) single space
- (D) vertical spacing
- (E) None of these

**35. A red wavy line under a word indicates that the word-**

- (A) is too long for the line of text
- (B) is not in the dictionary file and therefore might be spelt incorrectly

(C) is not appropriate for that particular sentence

(D) is a verb

(E) None of these

**36. What type of computer could be found in a digital watch?**

(A) Mainframe computer

(B) Super computer

(C) Embedded computer

(D) Notebook computer

(E) None of these

**37. \_\_\_\_\_ is the appearance of typed characters.**

(A) Size

(B) Format

(C) Point

(D) Colour

(E) None of these

**38. A (n) \_\_\_\_\_ is a combination of hardware and software that facilitates the sharing of information between computing devices.**

(A) network

(B) peripheral

(C) expansion board

(D) digital device

(E) None of these

**39. The \_\_\_\_\_ on the keyboard enables you to enter numbers quickly.**

(A) alphabetic keys

(B) numeric keypad

(C) control keys

(D) function keys

(E) None of these

**40. The \_\_\_\_\_ settings are automatic and standard.**

(A) icon

(B) default

(C) CPU

(D) peripheral

(E) None of these

**41. The arrow keys can be used to-**

(A) delete text

(B) move the cursor in the text that has already been entered

(C) save the document

(D) move the cursor while deleting text

(E) None of these

**42. When creating a word-processed document, this step involves the user changing how words on the page appear, both on the screen and in printed form-**

(A) Editing text

(B) Inserting tables and indexes

(C) Formatting text

(D) Proofing documents

(E) None of these

**43. When a file is saved for the first time-**

(A) a copy is automatically printed

(B) it must be given a name to identify it

(C) it does not need a name

(D) it only needs a name if it is not going to be printed

(E) None of these

**44. To insert a word into the middle of a sentence-**

- (A) move the cursor to the desired location in the sentence and type the new word
- (B) move the cursor to the desired location in the sentence, press Enter key, and type the new word
- (C) move the cursor to the beginning of the sentence and start typing
- (D) retype the whole sentence
- (E) None of these

**45. If the file saved earlier is edited, then-**

- (A) It is essential to save the file again to store the change
- (B) The change will automatically be saved in the file
- (C) If the length is more than a page, the file will be needed to be saved
- (D) The name will be needed to be changed
- (E) None of these

**46. Office LANS, which are scattered geographically on large scale, can be connected by the use of corporate-**

- (A) CAN
- (B) LAN
- (C) DAN
- (D) WAN
- (E) TAN

**47. You will work on which groupings, while formating the text in word?**

- (A) Table, paragraph and index
- (B) Paragraph, index and section
- (C) Character, paragraph and section
- (D) Index, character and table
- (E) None of these

**48. First page of Website is termed as-**

- (A) Homepage
- (B) Index

- (C) JAVA script
- (D) Bookmark
- (E) None of these

**49. Which of the following controls the process of interaction between the user and the operating system?**

- (A) User interface
- (B) Language translator
- (C) Platform
- (D) Screen saver
- (E) None of these

**50. Such a pre-made document, which has coordinating font, layout and background, is-**

- (A) Guide
- (B) Model
- (C) Ruler
- (D) Template
- (E) None of these

**ANSWERS SHEET**

1	(D)
2	(C)
3	(C)
4	(A)
5	(E)
6	(B)
7	(D)
8	(B)
9	(C)
10	(D)
11	(C)
12	(D)
13	(B)
14	(D)
15	(B)
16	(A)
17	(B)
18	(B)
19	(A)
20	(C)
21	(D)
22	(B)
23	(D)
24	(E)
25	(B)

26	(B)
27	(A)
28	(B)
29	(C)
30	(A)
31	(D)
32	(D)
33	(C)
34	(B)
35	(B)
36	(C)
37	(B)
38	(A)
39	(B)
40	(B)
41	(B)
42	(C)
43	(B)
44	(A)
45	(A)
46	(D)
47	(B)
48	(A)
49	(A)
50	(D)