

Computer Combined Questions

A. Circle ONLY ONE appropriate option of the following:

- 1) In which of the following views can we change the layout?
a) Normal
b) Slide sorter
c) Slide show
d) Both a and b
- 2) Of the following mentioned on which toolbar is the textbox?
a) Standard
b) Formatting
c) Drawing
d) All of these
- 3) In which of the following views can we work with the objects?
a) Normal
b) Slide sorter
c) Slide show
d) both a and b
- 4) Which of the following keys is pressed to maintain an Autosshapes height and width ratio,while you drag the shape?
a) Control
b) Alt
c) Shift
d) Any of the above



B) Fill in the blanks for the following:

- 1) _____ key is used to view a slide show.
- 2) Fourth generation of computers used _____ (circuitry).
- 3) First generation of computers used _____ (circuitry).
- 4) When we click on the border of the text object, the border changes from _____ to _____.
- 5) While dragging a slide to a new location a _____ bar appears next to the slide.
- 6) _____ layout is the first layout available in the Slide Layout menu.
- 7) Ability of a computer to perform various types of jobs is called as _____.

C) Write the for shortcut for the following:

- | | |
|---------------------------------------|---------------------------|
| 1) To insert a New Slide _____ | 3) To Move the text _____ |
| 2) To insert a New Presentation _____ | 4) To Copy the text _____ |

D) Answer in one word or sentence for each of the following:

- 1) Who gave stored program concept? _____
- 2) Who gave Boolean Logic? _____
- 3) Name the two machines in vented by J. Presper Eckert and John Mauchly. _____ and _____
- 4) Name the two machines invented by Charles Babbage. _____ and _____

