

Allahabad Bank Clerk Exam Model Paper-2008

1. If a word is typed that is not in Word's dictionary, a ___ wavy underline appears below the word.

- red
- green
- blue
- black
- None of these

2. The _____ button on the quick access Toolbar allows you to cancel your recent commands or actions.

- Search
- Cut
- Document
- Undo
- None of these

3. In Excel, any set of characters containing a letter , hyphen, or space is considered ___

- a formula
- text
- a name
- a title
- None of these

4. _____ Software allows users to perform calculations on rows and columns of data.

- Word processing
- Presentation graphics
- **Database Management Systems**
- Electronic Spreadsheet
- None of these

5. A _____ represent approximately one billion memory locations.

- kilobyte
- megabyte
- **gigabyte**
- terabyte
- None of these

6. _____ cells involves creating a single cell by combining two or more selected cells.

- Formatting
- **Merging**
- Embedding
- Splitting
- None of these

7. The operating system is the most common type of _____ software.

- communication
- application
- **system**
- word-processing
- None of these

8. When you quickly press and releases the left mouse button twice , you are _____

- Primary-clicking
- pointing
- **Double-clicking**
- Secondary-clicking
- None of these

9. The horizontal and vertical lines on a worksheet are called _____

- cells
- sheets
- block lines
- **gridlines**
- None of these

10. To delete an incorrect character in a document, _____ to erase to the right of the insertion point.

- press the left mouse key
- double-click the right mouse key
- press the BACKSPACE key
- **press the delete key**
- None of these

11. The operating system does all of the following EXCEPT:

- A provide a way for the user to interact with the computer.
- B manage the central processing unit (CPU).
- C manage memory and storage.
- **D enable users to perform a specific task such as document editing.**

12. During the boot process, the _____ looks for the system files.

- A CD
- **B. BIOS**
- C. CPU
- D. DVD

13. _____ are lists of commands that appear on the screen.

- A GUIs
- B Icons
- **C Menu**
- D Windows

14. _____ is the ability of an operating system to control the activities of multiple programs at

the same time.

- **A Multitasking**
- B Streamlining
- C Multiuser
- D Simulcasting

15. The unique signal, generated by a device, that tells the operating system that it is in need of

immediate attention is called an:

- A action.
- B event.
- **C interrupt.**
- D activity.

16. The operating system controls access to the processor by assigning a(n) _____ to each task

requiring the processor's attention.

- A CPU
- **B slice of time**
- C stack
- D event

17. The blocks of code, included in the operating system, that software applications interact with are

known as:

- **A application programming interfaces (APIs).**
- B complimentary metal-oxide conductors (CMOS).
- C device drivers.
- D bootstrap loaders.

18. MS-DOS is a _____ operating system.

- A point-and-click
- B user-friendly
- **C command-driven**
- D Mac

19. An interrupt handler is a(n):

- A location in memory that keeps track of recently generated interrupts.
- B peripheral device.
- C utility program.
- **D special numeric code that indicates the priority of a request.**

20. A spooler is a(n):

- A location in memory that maintains the contents of a document until it prints out.
- B print job.
- **C program that coordinates the print jobs that are waiting to print.**
- D message sent from the printer to the operating system when a print job is completed.

21. Virtual memory is typically located:

- A on a floppy disk.
- B in the CPU.
- C in a flash card.
- **D on the hard drive.**

22. The purpose of a swap (or page) file is to:

- A maintain pages of documents that are being spooled to the printer.
- **B hold a program's data or instructions in virtual memory when it can't fit in RAM.**
- C prevent thrashing in a multitasking environment.
- D allow multiple print jobs to print their pages out simultaneously.

23. The definition of thrashing is:

- **A swapping data between virtual memory and RAM too frequently.**
- B insufficient hard disk space.
- C too many processors being managed by the operating system.
- D inaccurate information stored in the registry.

24. All of the following are TRUE of Safe Mode EXCEPT:

- A Safe Mode is a special diagnostic mode.
- **B Safe Mode loads all nonessential icons.**
- C Safe Mode allows users to troubleshoot errors.
- D Safe Mode loads only the most essential devices.

25. Verification of a login name and password is known as:

- A configuration.
- B accessibility.
- **C authentication.**
- D logging in.

26. The combination of the operating system and the processor is referred to as the computer's:

- A CPU.
- **B platform.**
- C BIOS.
- D CMOS.

27. The following message generally means:

- **A a nonsystem floppy has been left in the floppy disk drive.**
- B the CD drive is not functioning.
- C the BIOS is corrupted.
- D there is a problem loading a device.

28. Which of the following is the correct sequence of actions that takes place during the boot-up

process?

- A Load operating system ? Activate BIOS ? Perform POST ? Check configuration settings
- **B Activate BIOS ? Perform POST ? Load operating system ? Check configuration settings**
- C Perform POST ? Load operating system ? Activate BIOS ? Check configuration settings
- D Activate BIOS ? Check configuration settings ? Perform POST ? Load operating system

29. All of the following are steps involved in the boot process EXCEPT:

- A load the operating system into RAM.
- B the power-on self-test.
- C activate the basic input/output system (BIOS).
- **D load application programs.**

30. The _____, stored on a ROM chip, is responsible for loading the operating system from its

permanent location on the hard drive into RAM.

- **A BIOS**
- B API
- C device driver
- D supervisor program

31. The basic input/output system (BIOS) is stored in:

- A RAM.
- **B ROM.**
- C the CPU.
- D the hard drive.

32. Ensuring that the essential peripheral devices are attached and operational is the _____

process.

- A configuration
- B CMOS
- **C POST**
- D ROM

33. The memory resident portion of the operating system is called the:

- A registry.
- B API.
- C CMOS.
- **D kernel.**

34. Which of the following does NOT occur during the power-on self-test (POST)?

- **A The ScanDisk utility begins to run.**
- B The video card and video memory are tested.
- C The BIOS identification process occurs.
- D Memory chips are checked to ensure they are working properly.

35. All of the following are TRUE regarding virtual memory EXCEPT:

- A any amount of RAM can be allocated to virtual memory.
- B the setting for the amount of hard drive space to allocate to virtual memory can be manually changed.
- C this temporary storage is called the swap file (or page file).
- D virtual memory is physical space on the hard drive.

36. The operating system allows users to organize the computer's contents in a hierarchical structure of

directories that include all of the following EXCEPT:

- A files.
- B folders.
- D drives.
- D systems.

37. All of the following statements concerning windows are true EXCEPT:

- A windows are an example of a command-driven environment.
- B windows can be resized and repositioned on the desktop.
- C more than one window can be open at a time.
- D toolbars and scrollbars are features of windows.

38. All of the following statements concerning files are true EXCEPT:

- A A file is a collection of related pieces of information stored together for easy reference.
- B Files can be generated from an application.
- C Files are stored in RAM.
- D Files should be organized in folders.

39. Using Windows Explorer, a plus (+) sign in front of a folder indicates:

- A an open folder.
- **B the folder contains subfolders.**
- C a text file.D a graphics file.

40. In Windows XP, if you want to see the file size and modified dates of all files in a folder, the best

viewing option is the _____ view.

- A List
- B Thumbnails
- **C Details**
- D Icon