



1 iii Computer Studies  
**Multiple Choice Questions (MCQs)**  
**(for 1<sup>st</sup> Term)**  
**CLASS: III**  
**SUBJECT: Computer Studies**




**Chapter – 1 [A Computer System]**

- Question 1) \_\_\_\_\_ is a raw fact / figures  
(a) Data ☐ (b) User ☐ (c) Information ☐
- Question 2) Computer makes our work easier and \_\_\_\_\_.  
(a) lazy ☐ (b) faster ☐ (c) waster ☐
- Question 3) A set of programs that carries out specific task.  
(a) Hardware ☐ (b) Software ☐ (c) Both ☐
- Question 4) Monitor, Printer, Plotter, Speakers are  
(a) Input Device ☐ (b) Output Device ☐ (c) Hardware ☐
- Question 5) We \_\_\_\_\_ data using a keyboard.  
(a) Input ☐ (b) Output ☐ (c) Software ☐
- Question 6) All hardware devices are connected to the  
(a) CPU ☐ (b) UPS ☐ (c) DVD ☐
- Question 7) Computer needs \_\_\_\_\_ to do any work.  
(a) Hardware ☐ (b) Software ☐ (c) Pen drive ☐
- Question 8) \_\_\_\_\_ displays the output on the screen.  
(a) Monitor ☐ (b) T.V ☐ (c) L.E.D ☐
- Question 9) Information is also known as  
(a) Output ☐ (b) Input ☐ (c) Process ☐
- Question 10) \_\_\_\_\_ gives us the hard copy of the output.  
(a) Printer ☐ (b) Speakers ☐ (c) UPS ☐
- Question 11) MS Word, Ms Excel, Coral Draw, Photoshop are  
(a) Application Software ☐ (b) System Software ☐ (c) Hardware ☐
- Question 12) A computer system is a \_\_\_\_\_ system  
(a) complex ☐ (b) hard ☐ (c) soft ☐
- Question 13) Computer saves \_\_\_\_\_.  
(a) Time ☐ (b) Light ☐ (c) Speed ☐
- Question 14) \_\_\_\_\_ is used to listen music.  
(a) Speakers ☐ (b) Light pen ☐ (c) Eraser ☐
- Question 15) IPO cycle contains  
(a) Input Process Output ☐ (b) Inter Process Output ☐ (c) Inactive Process Output ☐
- Question 16) CPU is the \_\_\_\_\_ of computer.  
(a) brain ☐ (b) hand ☐ (c) leg ☐
- Question 17) \_\_\_\_\_ is used to print the text on paper.  
(a) Printer ☐ (b) Scanner ☐ (c) CPU ☐
- Question 18) Computer needs \_\_\_\_\_ to do work.  
(a) electricity ☐ (b) instructions ☐ (c) energy ☐
- Question 19) All physical devices are –  
(a) hardware ☐ (b) software ☐ (c) process ☐
- Question 20) \_\_\_\_\_ is the meaningful information called result that we receive after processing of data.  
(a) Data ☐ (b) Output ☐ (c) Process ☐
- Question 21) CD stands for \_\_\_\_\_.  
(a) Compact Disk ☐ (b) Common Drive ☐ (c) Control Disk ☐
- Question 22)  represents which part of computer. ☐  
(a) Monitor ☐ (b) Mouse ☐ (c) CPU ☐
- Question 23) Find the odd term out  
(a) Keyboard ☐ (b) Mouse ☐ (c) Joystick ☐
- Question 24)  is also called –  
(a) VDU ☐ (b) ALU ☐ (c) CPU ☐
- Question 25) CD, Pen drive, Hard Disk, SD card are  
(a) Storage Device ☐ (b) Games pad ☐ (c) Instrument ☐




**Chapter – 2 [GUI operating system- An Introduction]**

- Question 1) It is an operating system  
(a) Windows 10 ☐ (b) Paint ☐ (c) Wordpad ☐
- Question 2) It is a small labelled picture  
(a) Program ☐ (b) Icon ☐ (c) Screen saver ☐
- Question 3) It is the first screen that appears after loading the operating system  
(a) Icon ☐ (b) Desktop ☐ (c) First screen ☐
- Question 4) It enables the user to interact with the computer.  
(a) Keyboard ☐ (b) Monitor ☐ (c) Operating System ☐
- Question 5) The small picture on desktop are called  
(a) Icon ☐ (b) Monitor ☐ (c) Taskbar ☐

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- Question 6) Quick Launch Toolbar also called  
(a) Active Taskbar ☐ (b) Notification Area ☐ (c) Access
- Question 7) \_\_\_\_\_ button is used to open different programs.  
(a) Start button ☐ (b) Taskbar ☐ (c) Close button ☐
- Question 8) GUI stands for –  
(a) Graphical User Interface ☐ (b) Grapevine User Interface ☐ (c) Graph Unitech Interface ☐
- Question 9) \_\_\_\_\_ bar present on the bottom of the screen.  
(a) Title bar ☐ (b) Task bar ☐ (c) Status bar ☐
- Question 10) The desktop is made of \_\_\_\_\_ sections  
(a) four ☐ (b) three ☐ (c) five ☐
- Question 11) Windows 7, 8, 10 used in  
(a) Bank ☐ (b) Home ☐ (c) Both ☐
- Question 12) The background picture is known as  
(a) Wallpaper ☐ (b) Drawing ☐ (c) Paint ☐
- Question 13) You should save your computer from  
(a) Viruses ☐ (b) Worms ☐ (c) Bombs ☐
- Question 14) It is the program run on a computer when the computer boots up  
(a) System software ☐ (b) Operating system ☐ (c) None ☐
- Question 15) The operating system is the most common type of \_\_\_\_\_  
(a) Communication ☐ (b) System ☐ (c) Application ☐
- Question 16) Which of the following is / are external commands –  
(a) Edit ☐ (b) Label ☐ (c) Both ☐
- Question 17) Which components appear in the Initial windows start up display  
(a) Taskbar ☐ (b) Dialog box ☐ (c) Start menu ☐
- Question 18) Taskbar is used to  
(a) Navigation program ☐ (b) Start a program ☐ (c) both ☐
- Question 19) The directory structure used in Unix file system is called  
(a) Hierarchical directory ☐ (b) Tree directory ☐ (c) Graph directory ☐
- Question 20) Which one is the basic input device in GUI  
(a) Mouse ☐ (b) Voice system ☐ (c) Touch panel ☐
- Question 21) First graphical user interface used commercially was introduced in  
(a) 1970 ☐ (b) 1975 ☐ (c) 1980 ☐
- Question 22) What is / are the main component of user interface  
(a) Presentation language ☐ (b) Action language ☐ (c) Both ☐
- Question 23) Which of the following icons can be used to minimize a window.  
(a)  ☐ (b)  ☐ (c)  ☐
- Question 24) \_\_\_\_\_ bar shows the titles of the document.  
(a) Title bar ☐ (b) Task bar ☐ (c) Status bar ☐
- Question 25) The concept of GUI comes from  
(a) The windows operating system ☐  
(b) Xerox in Palo ☐  
(c) The CP / M operating system ☐

### **Chapter – 3 [Word Processor An Introduction]**

- Question 1) Word Processing software is also known as –  
(a) MS Word ☐ (b) MS Paint ☐ (c) MS W.X ☐
- Question 2) The small blinking line on the monitor screen is called  
(a) Cursor ☐ (b) line ☐ (c) design ☐
- Question 3) There are \_\_\_\_\_ control buttons.  
(a) 2 ☐ (b) 3 ☐ (c) 4 ☐
- Question 4) \_\_\_\_\_ contains commands organised in three components.  
(a) Ribbon ☐ (b) Software ☐ (c) Desktop ☐
- Question 5) \_\_\_\_\_ shows the program and document titles  
(a) Title bar ☐ (b) Status bar ☐ (c) None ☐
- Question 6) You need to \_\_\_\_\_ your files before closing MS Word.  
(a) Save ☐ (b) Open ☐ (c) Close ☐
- Question 7) \_\_\_\_\_ is used to save a file.  
(a) Ctrl + S ☐ (b) Ctrl + O ☐ (c) None ☐
- Question 8) To close MS Word, Click file button then \_\_\_\_\_.  
(a) Open ☐ (b) Save ☐ (c) Exit ☐
- Question 9) \_\_\_\_\_ titles appears on the title bar.  
(a) Quick Access ☐ (b) Document ☐ (c) Standard ☐
- Question 10) \_\_\_\_\_ shortcut key is used to close window.  
(a) Ctrl + O ☐ (b) Alt + F4 ☐ (c) Ctrl + S ☐
- Question 11) A file can be saved by clicking on \_\_\_\_\_ button on the Quick Access toolbar  
(a) Save ☐ (b) Close ☐ (c) Print ☐
- Question 12) There are \_\_\_\_\_ types of scrollbar.  
(a) 1 ☐ (b) 2 ☐ (c) 3 ☐
- Question 13) Microsoft Word is a \_\_\_\_\_ software.  
(a) Word Processing ☐ (b) Paint ☐ (c) MS Dos ☐
- Question 14) The blank white area is known as  
(a) White area ☐ (b) Drawing area ☐ (c) Blank area ☐
- Question 15) To close a window click  
(a)  ☐ (b)  ☐ (c)  ☐

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- Question 16) Status bar is present \_\_\_\_\_ on the screen  
(a) Up ☐ (b) Down ☐ (c) Center ☐
- Question 17) The flashing vertical line called \_\_\_\_\_ point.  
(a) black ☐ (b) insertion ☐ (c) injuction ☐
- Question 18) To open a new file click on  
(a) Ctrl + N ☐ (b) New ☐ (c) Ctrl + U ☐
- Question 19) Quick Access toolbar contains \_\_\_\_\_  
(a) buttons ☐ (b) bar code ☐ (c) sign ☐
- Question 20) The key F12 opens a  
(a) Save As dialog box ☐ (b) open dialog box ☐ (c) Save dialog box ☐
- Question 21) What is the shortcut key to open the dialog box.  
(a) F<sub>12</sub> ☐ (b) Ctrl + F<sub>12</sub> ☐ (c) Shift F<sub>12</sub> ☐
- Question 22) Which file starts MS Word :  
(a) Winword.exe ☐ (b) Word.exe ☐ (c) Word 2003.exe ☐
- Question 23) How many ways you can save a document.  
(a) 3 ☐ (b) 4 ☐ (c) 5 ☐
- Question 24) Which of the following is not a type of page margin.  
(a) Left ☐ (b) right ☐ (c) center ☐
- Question 25) Which of the following is not a font style.  
(a) Bold ☐ (b) Super script ☐ (c) Italics ☐

