

MICROSOFT WINDOWS OPERATING SYSTEM BASED COMPUTER MCQ PRACTICE QUESTIONS AND ANSWERS PDF WITH EXPLANATION

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Created By [Careericons](#) Team

Q1. A file extension is separated from the main file name with a(n) _____, but no spaces.

- a) question mark
 - b) exclamation mark
 - c) underscore
 - d) period
 - e) None of these
-

Q2. Which process checks to ensure the components of the computer are operating and connected properly?

- a) Booting
 - b) Processing
 - c) Saving
 - d) Editing
 - e) Starting
-

Q3. Window is _____ and Window 95, Window 98 are _____.

- a) Graphical User Interface, Operating System
 - b) Graphics Useful Interface, Executing Systems
 - c) Graph User Interval, Expert Systems
 - d) None of these
-

Q4. To indent the first paragraph of your report, you should use this key _____.

- a) space bar
- b) return key
- c) tab key
- d) shift key
- e) None of these

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Q5. What do you see when you click the right mouse button?

- a) The same effect as the left click
- b) A special menu
- c) No effect
- d) A mouse cannot be right clicked
- e) Computer goes to sleep mode

Q6. You can keep your personal files/folders in

- a) My folder
- b) My Documents
- c) My Files
- d) My Text
- e) None of these

Q7. In Windows operating system these are small pictures that represent files, folders, programs, and other items. Each one is used to make the computer do

something.

- a) Sidebar
 - b) Icons
 - c) Taskbar
 - d) None of these
-

Q8. In an information system, alphanumeric data normally takes the form of

- a) Sentences and paragraphs
 - b) Numbers and alphabetical characters
 - c) Graphic shapes and figures
 - d) Human voice and other sounds
 - e) None of these
-

Q9. Text Editor that is the part of Windows operating system

- a) Wordpad
 - b) Notepad
 - c) Adobe Photoshop
 - d) Jasc Paint Shop
-

Q10. The keyboard shortcut to centralise the selected text in Word is

- a) Ctrl + Esc
 - b) Ctrl + C
 - c) Alt + C
 - d) There is no keyboard shortcut for this operation
 - e) Ctrl + E
-

Q11. By viewing the properties of the local hard disk of a computer, the user can find out

- a) the amount of space that has been used up and the remaining free space on the disk.
 - b) the name of the user viewing the properties of the disk.
 - c) nothing useful to the user.
 - d) the number of programs available in the computer
 - e) None of these
-

Q12. The _____ of software contains lists of commands and options.

- a) menu bar
- b) title bar
- c) formula bar
- d) tool bar
- e) None of these

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Q13. To make the number pad act as directional arrows, you press the — key.

- a) shift
 - b) arrow lock
 - c) num lock
 - d) caps lock
 - e) None of these
-

Q14. What are bas, doc, and .html examples of?

- a) Databases

- b) Extensions
- c) Domains
- d) Protocols
- e) None of these

Q15. Use this when you want to make all letters capital without having to use the shift key for each character.

- a) shifter
- b) upper case
- c) caps lock key
- d) icon
- e) None of these

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Answers to the above questions :

Q1. Answer: (d)

Q2. Answer: (a)

Q3. Answer: (a)

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Q4. Answer: (c)

Q5. Answer: (b)

Q6. Answer: (b)

Q7. Answer: (b)

Q8. Answer: (b)

Q9. Answer: (b)

Q10. Answer: (e)

Q11. Answer: (a)

Q12. Answer: (a)

Q13. Answer: (e)

Q14. Answer: (b)

Q15. Answer: (c)

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