PENANG SANGAM HIGH SCHOOL
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LESSON NOTES 25
Year/Level: 11   Subjects: Computer Studies

Multiple-choice questions

1. The background software that allows computers to work is the

   A. desktop.   B. shareware.
   C. system software.   D. application software.

2. Which of the following application software can be used to edit images?

   A. Lotus 1-2-3   B. Corel Paradox
   C. Lotus Word Pro   D. Adobe Photoshop

3. The ability to switch between different applications stored in memory is known as

   A. diversion.   B. multitasking.
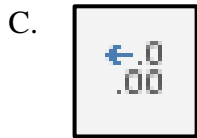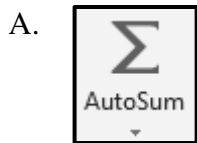   C. programming.   D. operational interference.

4. Which of the following file extensions is an example of a sound file?

   A. .exe   B. .rtf
   C. .zip   D. .wav

5. A student wants to open a file called Essay.doc. Which Microsoft application will the operating system open?

   A. Excel   B. Adobe
   C. Word   D. PowerPoint

6. While typing, Jese noticed that a word automatically moved to the next line once the current line is full. Which of the following word processing features **best** describes the above action?

   A. Thesaurus   B. Word find
   C. Word wrap   D. Find and Replace

7. General purpose application is also known as

   A. Batch files.   B. Software Suits.
   C. Basic Application.   D. Advanced Application.

8. The button that can be used to automatically calculate the total mark in Microsoft Excel is:

A.

B.

C.

D.

9. Which of the following icons is used for slide show in a PowerPoint presentation?

A.

B.

C.

D.

10. Which of the following computer buttons should be clicked if the user intends to undo a process in MS Word

A.

B.

C.

D.