

Basic Computer Literacy Exam

Name: _____ Grade & Section: _____ Score: _____

Directions: Choose the best answer and write the letters only in the space provided.

- ____ 1. A desktop computer is also known as
A. PC B. Laptop C. Mainframe D. Palmtop
- ____ 2. CPU is the _____ of computer.
A. Brain B. Ear C. Eye D. All above these
- ____ 3. _____ computer is the most powerful computer.
A. Mini B. Micro C. Super D. Mainframe
- ____ 4. _____ is the physical device of a computer system.
A. Program B. Software C. Hardware D. Application
- ____ 5. Which of the following is not Computer Hardware?
A. Mouse B. Monitor C. Printer D. Antivirus
- ____ 6. _____ is processed by the computer into information.
A. Data B. Processor C. Numbers D. Input
- ____ 7. Which of the following device cannot be shared in Network?
A. printer B. hard disk C. cd drive D. mouse
- ____ 8. _____ is the mainboard of computer.
A. CPU B. RAM C. Motherboard D. ROM
- ____ 9. LCD stands for
A. Liquid Crystal Display C. Liquefied Cathode Display
B. Liquefied Crystal Display D. Liquid Cathode Display
- ____ 10. Which of the following is the smallest computer?
A. Desktop B. Notebook C. Laptop D. Workstation
- ____ 11. Personal computer is a _____
A. Minicomputer B. Supercomputer C. Microcomputer D. Mainframe computer
- ____ 12. What is the meaning of .EXE?
A. Express file B. Executable file C. Command file D. System file
- ____ 13. Non-physical components of the computer are referred to as
A. Software B. CPU C. Hardware D. Program
- ____ 14. Information on a computer is stored as _____
A. digital data B. hybrid data C. modem data D. analog data
- ____ 15. What is called the starting up on operating system?
A. Starting B. Entering C. Booting D. Formatting
- ____ 16. Click and double-click are achieved using the _____
A. Mouse B. Headphone C. Modem D. Keyboard
- ____ 17. Where is the DVD disk put in a computer?
A. USB port B. Floppy drive C. DVD drive D. Hard disk drive
- ____ 18. CPU is an abbreviation for _____
A. Computer processing unit C. Control processing unit
B. Central processing unit D. Command processing unit
- ____ 19. A website's main page is called its
A. Search page B. Bookmark C. Home page D. Browser page
- ____ 20. Microsoft word is an example of
A. An operation system C. A processing device
B. An input device D. Application software
- ____ 21. The smallest unit of information a computer can understand, and the process is known as a
A. Megabyte B. Kilobyte C. Byte D. Bit

Computer Literacy Exam Study Guide

**John M. Preston, Robert Ferrett, Sally
Preston**



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Computer Literacy Akademie vir Gevorderde Opleiding, 1991

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Highlights over 6 000 educational programs offered by business labor unions schools training suppliers professional and voluntary associations and government agencies

CompTIA A+ Certification All-in-One Exam Guide, Ninth Edition (Exams 220-901 & 220-902) Mike Meyers, 2016-01-07

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Computer Literacy for IC3 Unit 2 John Preston,Robert Ferrett,Sally Preston,Professor of Philosophy John Preston,2009 Written to provide all students with an opportunity to learn and demonstrate computer and Internet literacy Computer Literacy for IC3 was written to align with a certification called Internet and Computing Core Certification IC3 This certification is for users who want to demonstrate critical computer and Internet skills valued in today s academic and professional environments The Computer Literacy for IC3 text is written to meet the certification standards and provide students with a broad understanding of the key components of computer literacy in order to prepare for the exam This certification has 3 units Unit 1 Computing Fundamentals computer concepts Unit 2 Using Productivity Software Unit 3 Living Online the Internet Each of these units is available as a separate Computer Literacy for IC3 text This text contains Unit 2 Using Productivity Software and covers productivity software based on Microsoft Office including common program functions word processing functions spreadsheet functions and presentation software functions The second edition of Computer Literacy for IC3 has been revised to keep up with the IC3 program s evolution which reflects the recent changes in computers and technology Instead of publishing one large comprehensive text the three units are now available as separate smaller texts Starting with Office Applications Creating a New Word Document and Inserting Graphics and Tables Format and Organize Paragraphs and Documents Formatting Informational Documents Work with Collaborative Tools Creating a Formatting a Worksheet Managing Money Using Formulas and Functions Giving Meaning to Data Using Charts Creating a Presentation Enhancing a Presentation Creating a Customized Database Retrieving Information from Your Database Computer Literacy for IC3 prepares students from the IC3 certification which ensures that students and professionals have all the core skills needed to work in today s technological environment

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