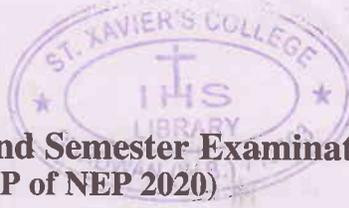


0300871

3 Yr. Degree/4 Yr. Honours 2nd Semester Examination, 2024  
(under CCFUP of NEP 2020)



CAV2061

Time: 1½ Hours Subject : DIGITAL & TECHNOLOGICAL SOLUTION Full Marks: 60

Course: Value Added Course

Course Code : CAV2061

Roll No.: ..... Registration No. .... of 20

INSTRUCTIONS TO THE EXAMINEE

1. The Question-cum-Answer Booklet comprised of 60 Questions and each Question carrying 1 (one) mark.
  2. Each Question possesses 4 (four) Answer Options (A), (B), (C) and (D) of which only one option bears Correct Answer.
  3. Completely darken the respective circle for your response as shown below—  
Correct method ● Wrong method (✓) (✗) (◐)
  4. Each Correct Answer will be credited with 1 (One) Mark.
  5. If an Examinee attempts more than one Option for a Question, the attempt will be considered as WRONG Answer.
  6. No Mark will be deducted for attempting Wrong Answer or Incorrect attempts.
  7. Only Blue/Black Ink Pen is to be used for Answering Question.
  8. No Electronic Gadget (Calculator, Mobile Phone, Laptop, I-Pad, Camera etc., Papers (Other than Admit Card) will be allowed inside the Examination Hall.
  9. No Loose sheet will be provided for scribbling and No Paper is to be brought in this purpose. Any Examinee found with incriminating Documents in his/her possession— he/she will be Expelled.
  10. All rough work must be done in the page provided in the Question-Answer-Booklet, and the said Page of the Booklet **must not be torn out.**
  11. No Examinee will be allowed to leave the Examination Hall until an Hour has elapsed from the commencement of the Examination.
  12. As per order of the Executive Council all Answer Scripts will be preserved for one year from the date of Publication of Results.
১. Question-cum-Answer Booklet-এ মোট ৬০টি প্রশ্ন আছে এবং প্রতিটি প্রশ্নের মান ১ (এক)।
  ২. প্রতিটি প্রশ্নের জন্য ৪ (চার)টি করে Option (A), (B), (C) এবং (D) থাকবে, এর মধ্যে একটি সঠিক উত্তর নির্দেশ করবে।
  ৩. সঠিক উত্তরের জন্য নির্দিষ্ট বৃত্তটিকে সম্পূর্ণ রূপে কালো করতে হবে তা নীচে দেখানো হল—  
সঠিক পদ্ধতি ● ভুল পদ্ধতি (✓) (✗) (◐)
  ৪. প্রতিটি সঠিক উত্তরের মান ১ (এক)।
  ৫. যদি কোনো পরীক্ষার্থী একটি প্রশ্নের একাধিক উত্তর দেয় তাহলে সেটি ভুল উত্তর হিসেবে গণ্য হবে।
  ৬. ভুল উত্তরের জন্য কোনো নম্বর বাদ যাবে না।
  ৭. উত্তর লেখার জন্য কেবলমাত্র নীল অথবা কালো কালির কলম ব্যবহার করা যাবে।
  ৮. পরীক্ষাকেন্দ্রের মধ্যে কোনো ইলেকট্রনিক্স যন্ত্রাদি (ক্যালকুলেটর, মোবাইল ফোন, ল্যাপটপ, আই-প্যাড, ক্যামেরা ইত্যাদি), কাগজ (কেবলমাত্র অ্যাডমিট কার্ড ছাড়া) নিয়ে প্রবেশ নিষেধ।
  ৯. হিজিবিজি বা রাফ লেখার জন্য কোনো বাড়তি কাগজ দেওয়া যাবে না এবং এই উদ্দেশ্যে কোনো কাগজ আনা যাবে না। কোনো পরীক্ষার্থীর কাছে নকল-এর মতো অপরাধমূলক কাগজ থাকলে সেই ছাত্র/ছাত্রীকে বহিষ্কার করা হবে।
  ১০. সমস্ত 'রাফ ওয়ার্ক' প্রশ্ন-উত্তর-পুস্তিকার সঙ্গে থাকা নির্দিষ্ট পাতাতেই করতে হবে এবং উত্তরপত্র জমা দেবার সময় পাতাটি ছিঁড়ে নেওয়া যাবে না।
  ১১. পরীক্ষা শুরু থেকে এক ঘণ্টা সময় অতিবাহিত না হলে কোনো পরীক্ষার্থী পরীক্ষার হল থেকে বের হতে পারবে না।
  ১২. বিশ্ববিদ্যালয় কর্ম সমিতি কর্তৃক গৃহীত সিদ্ধান্ত অনুসারে পরীক্ষার ফল প্রকাশের দিন থেকে এক বছরের জন্য উত্তরপত্র সংরক্ষিত থাকবে।

1. How can you remove borders applied in Cells?

- (A) Select None on Border tab of Format cells
- (B) Open the list on Border tool in Format Cell toolbar then choose first tool (none)
- (C) Both of the above
- (D) None of the above

2. Which is not a valid data type in MS-Excel?

- (A) Number
- (B) Character
- (C) Label
- (D) Date/Time

3. What is MS Excel?

- (A) Spreadsheet software
- (B) Database Management
- (C) Presentation
- (D) Workbook

4. What is the row limit of MS Excel 2019?

- (A) 4,81,0576
- (B) 1,048,576
- (C) 1,57,648
- (D) 1,63,84

5. In Microsoft Excel spreadsheets, rows are designated as \_\_\_\_\_.

- (A) 1,2,3,....
- (B) A,B,C,....
- (C) A1,B1,C1,....
- (D) I, II, III,....

6. Which logical function indicates TRUE only if all arguments are assessed as TRUE, and FALSE otherwise?

- (A) OR
- (B) AND
- (C) IF
- (D) ANDIF

7. The intersection of a column and a row in a worksheet is called \_\_\_\_\_.

- (A) Column
- (B) Address
- (C) Value
- (D) Cell

8. Which type of chart is good for a single series of data?

- (A) Column chart
- (B) Cone chart
- (C) Line chart
- (D) Pie chart

9. What do Excel formulas start with?

- (A) /
- (B) f
- (C) =
- (D) -

10. Which is not a function in Excel?

- (A) SUM
- (B) MIN
- (C) SUBTRACT
- (D) MAX

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11. In MS Excel, the keyboard shortcut "Ctrl+S" can be used for which of the following work?

- (A) Save As
- (B) Save
- (C) Start new workbook
- (D) Switch between opened tab

12. A program, using a table comprising of rows, columns and cells, is called

- (A) MS Word
- (B) MS PowerPoint
- (C) MS Outlook
- (D) MS Excel

13. Which of the following keys can be used to move around in a worksheet?

- (A) Arrow keys
- (B) Tab key
- (C) Enter key
- (D) All of the above

14. Which of the following is not a correct cell address?

- (A) 2D
- (B) A27
- (C) BB15
- (D) All of the above

15. Which feature automatically fills in values?

- (A) Paste
- (B) Wrap Text
- (C) Merge and Center
- (D) AutoFill

16. MS Word is what kind of application software?

- (A) Word Processing
- (B) Spreadsheet
- (C) Desktop Publishing
- (D) None of the above

17. A ribbon in MS Word is found

- (A) at the top of the screen.
- (B) at the bottom of the screen.
- (C) on the left-hand side.
- (D) None of the above

18. The Quick Access Toolbar

- (A) is the status bar.
- (B) is customizable.
- (C) is found at the bottom of the screen.
- (D) None of the above

19. What tab in the ribbon is used to create a table?

- (A) Design
- (B) Layout
- (C) Review
- (D) Insert

20. What keys should be pressed to paste text or objects?

- (A) Ctrl + Shift
- (B) Alt + Shift
- (C) Ctrl + V
- (D) Ctrl + C

21. A way to print a document:
- (A) CTRL S
  - (B) CTRL N
  - (C) CTRL P
  - (D) None of the above
22. Text which is printed at the bottom of each page of a document is called
- (A) Header
  - (B) Bottom View
  - (C) Footer
  - (D) Side View
23. What are the standard margin in a paper?
- (A) 0.7"
  - (B) 1"
  - (C) 0.5"
  - (D) 2"
24. What is another term for the notes that a reader can add to text in a word-processing document?
- (A) Formatting
  - (B) Font
  - (C) Comments
  - (D) Columns
25. Which menu option allows you to change the display to close-up, single, or multiple pages?
- (A) File
  - (B) Edit
  - (C) Insert
  - (D) View
26. Whose company created the operating system (Windows) that we use in class?
- (A) Bill Gates
  - (B) Steve Jobs
  - (C) Tim Cook
  - (D) Grace Hopper
27. Which connects computers and allows them to talk to each other?
- (A) Video card
  - (B) Network card
  - (C) BIOS
  - (D) CPU
28. Which holds all of the other circuit boards?
- (A) Power supply
  - (B) Motherboard
  - (C) CPU
  - (D) ROM
29. Which memory is stored on the hard drive?
- (A) Secondary
  - (B) DVD
  - (C) Flash drive
  - (D) Primary
30. Type of port used by flash drives is
- (A) ROM
  - (B) USB port
  - (C) Video card
  - (D) BIOS

31. Which of the following section does not exist in a slide layout?
- (A) Titles
  - (B) Lists
  - (C) Charts
  - (D) Animations
32. PowerPoint presentations are widely used as
- (A) Note outlines for teachers
  - (B) Project presentations by students
  - (C) Communication of planning
  - (D) All of the above
33. Which of the following fill effects can be used to fill the background of the slide?
- (A) Picture
  - (B) Gradient
  - (C) Texture
  - (D) All of the above
34. What is the shortcut key to insert a hyperlink in the slide?
- (A) Ctrl + H
  - (B) Ctrl + A
  - (C) Ctrl + K
  - (D) Not possible to insert hyperlinks
35. A new presentation can be created from
- (A) Blank Presentation
  - (B) From Existing Presentation
  - (C) From Design Template
  - (D) All of the above
36. What lets you to create new presentation by selecting ready-made font color and graphics effects?
- (A) Presentation Template
  - (B) Master Slide
  - (C) Design Template
  - (D) Animation Scheme
37. Which of the following is the file extension of the PowerPoint application?
- (A) .ppt
  - (B) .jpg
  - (C) .html
  - (D) .docs
38. Which of the following is called as page to create a presentation in PowerPoint?
- (A) Sheet
  - (B) Slide
  - (C) Paper
  - (D) None of the above
39. In a presentation of PowerPoint, the special effects used to introduce slides are known as
- (A) Custom Animation
  - (B) Transitions
  - (C) Annotations
  - (D) None of the above
40. Which of the following shortcut key is used to start the slideshow?
- (A) Using F5 key
  - (B) Using F3 key
  - (C) Using F1 key
  - (D) Using F6 key

41. Which of the following is the shortcut key to insert a new slide between the current presentation?

- (A) Ctrl + N
- (B) Ctrl + K
- (C) Ctrl + M
- (D) Ctrl + O

42. The maximum percentage of zoom in PowerPoint is

- (A) 400%
- (B) 200%
- (C) 350%
- (D) 100%

43. Which of the following is the default standard layout in PowerPoint?

- (A) Blank slide
- (B) Title and content slide
- (C) Title slide
- (D) None of the above

44. Which of the following shortcut key is used to stop the slide show?

- (A) Esc key
- (B) Ctrl + O
- (C) Ctrl + N
- (D) Ctrl + K

45. Which of the following are the uses of the PowerPoint presentation?

- (A) It can be used for project presentations
- (B) Communication of planning
- (C) Used to represent the data in an attractive way
- (D) All of the above

46. Which is not a search engine?

- (A) Opera
- (B) Bing
- (C) Google
- (D) Yahoo

47. Which is not a web browser?

- (A) Chrome
- (B) Google
- (C) Opera
- (D) Internet Explorer

48. What is the shortcut key for bookmark the current page in Google Chrome?

- (A) Ctrl+D
- (B) Ctrl+B
- (C) Ctrl+Shift+B
- (D) Ctrl+Shift+K

49. What is the full form of HTTP?

- (A) Hyper Text Transfer Protocol
- (B) Hyphen Text Transfer Protocol
- (C) Hyper Text Transformation Protocol
- (D) None of the above

50. Which type application is E-mail?

- (A) Server Application
- (B) Client Application
- (C) Client and Server Application
- (D) None of the above

51. Junk Mail is called

- (A) Spam
- (B) Inbox
- (C) Trash
- (D) None of the above

52. Which of the following is not a part of Email address?

- (A) @
- (B) User name
- (C) Domain name
- (D) Space

53. What is full form of E-mail?

- (A) Electronic Mail
- (B) Electronics Mail
- (C) Electro Mail
- (D) None of the above

54. What is full form of SMTP?

- (A) Simple Mail Transfer Protocol
- (B) Serial Mail Transmit Protocol
- (C) Sample Mail Transfer Protocol
- (D) None of the above

55. LAN stands for

- (A) Local Area Network
- (B) Limited Area Network
- (C) Level Area Network
- (D) Line Area Network

56. Wi-Fi stands for

- (A) Wireless Fidelity
- (B) Wireless Finder
- (C) Wireless File
- (D) None of the above

57. The hardware device that connects a personal computer to a dial up internet connection is

- (A) Bridge
- (B) Repeater
- (C) Hub
- (D) Modem

58. Which is not email protocol?

- (A) POP
- (B) IMAP
- (C) SMTP
- (D) IP

59. A small text file created by a website that is stored in the user's computer temporarily for that session is called

- (A) bug
- (B) cache
- (C) cookie
- (D) malware

60. In Internet technology, what does DNS stand for?

- (A) Domain Name System
- (B) Divided Name System
- (C) Distributed Name System
- (D) Dynamic Name System

**Space for Rough Work**