Computer Operator and Programming Assistant 2nd Semester - Module 1 : JavaScript and Creating Web Page

Qu	estions: Level 1		
		8	Which is a variable seperator if more than
1	What is the process of writing instruction to		one variable declared in one statement?
	be get executed by the computer?	Α	,
Α	Debugging	В	:
В	Executing	С	-
С	Presenting	D	/
D	Programming	9	Which brackets is used to write array in java
2	Which is a statement terminator in		script?
	javascript?	Α	Curve bracket
Α	,	В	Square bracket
В	,	С	Curly bracket
С	:	D	Corner bracket
D		10	Which bracket is used to write object in
3	Who developed javascript?		javascript?
Α	Brendan Eich	Α	Curve bracket
В	Brendan Rich	В	Square bracket
С	John Eckerl	С	Curly bracket
D	John Mauchy	D	Corner bracket
4	Which programming language's syntax	11	How many types of operation are there in
	influences javascript syntex?		javascript?
Α	C	Α	3
В	COBOL	В	4
С	Java	С	6
D	JDK	D	8
5	Which web server provides good custeomer	12	What is the purpose module (%) operator in
	support if it had any issues?		javascript?
Α	Apache	Α	Percentage value
В	IIS	В	Product value
С	Lite speed	С	Remainder value
D	Nginx	D	Quotient value
6	Which web server has high performance	13	How many part are there in 'For' loop?
	stability simple configuration and low	Α	2
	resosurce usge?	В	3
Α	Apache	С	4
В	IIS	D	5
С	Lite speed	14	Which part in loop evaluates the conditions?
D	Nginx	Α	Condition part
7	Which key is used to declare a variable in	В	Increment /Decrement part
	javascript?	С	Initialisation part
Α	const	D	Looping part
В	dec		
С	dim		
D	var		

15	How many types of error are there in	22	Which is a valid js code to sort element of
	javascript programming?		an array tracle?
Α	3	Α	Trade.sort:
В	4	В	Trade.sort();
С	6	С	Sort.trade();
D	8	D	Sort.(trade);
16	How many different values can be returned	23	What is the full form of BOM?
	by the error name property in javascript?	Α	Browser Object Method
Α	3	В	Browser Object Model
В	4	С	Browser Oriented Method
С	5	D	Browser Oriented Model
D	6	24	What is the full form of TOC?
17	Which object method is used to return the	Α	Text of content
	value rounded down to its nearest interger?	В	Time of calculation
Α	abs()	С	Table of content
В	ceil()	D	Terminator of content
С	floor()	25	Which is the first phase of System
D	round()		Development Life Cycle?
18	Which special variable holds more than one	Α	Testing
	value at a time?	В	Planning
Α	Array	С	Developing
В	Element	D	Defining
С	Function	26	What is the abbreviation of W3C in Dom?
D	Object	Α	Word Wide Web Curriculum
19	Which is the parameter name separator in	В	World Wide Web Consortium
	javascript?	С	World Wide Web Centre
Α	,	D	World Wide Web Content
В	:		
С	-		
D	1		
20	Which function in javassript converts a		
	number to a string?		
Α	Num()		
В	Str()		
С	String()		
D	to string()		
21	Which allows developers to bundle all		
	functionality under a unique application -		
_	specific name?		
Α	Class		
В	Name space		
С	Object		
<u>D</u>	Property		

- 1 What is the main purpose of JavaScript?
- A Client side validation
- **B** Create web browsers
- C Read and write files
- D Store data in the server
- Which one is responsible of running javascript code?
- A Browser
- B Notepad++
- **C** Sublime Text
- D Visual studio code
- 3 Which one enables the hosting providers to mange multiple domains on a single server?
- A Network server
- **B** SQL server
- C Web server
- **D** Database server
- 4 Which sign an 'assignment' operator in javascript?
- A =
- **B** #
- C ==
- D <>
- 5 Which data type in javascript returns the value 'True' or 'Flase'?
- A Boolean
- **B** Dynamic
- **C** Object
- **D** String
- **6** Which operator is used to check both value and type in javascript?
- **A** #
- **B** =
- C ==
- D ===
- 7 Which assignment operator is equivalent to
 - a = a * 5?
- **A** a = 5 * 9
- **B** a = *5
- **C** a * = 5
- **D** a = 5
- **8** Which single charcter escape sequence represents 'line feed' javascript?
- **A** \b
- **B** \ f
- **C** \n
- **D** \ t

- **9** What is the purpose of Initialisation part in'for' loop?
- A exit the loop
- **B** evaluate the condition
- **C** increase or decrease the initial variable
- **D** Initiate the variable
- 10 Which keyboard in switch case statement specifies the code to run if there is no case match?
- A Break
- **B** Case
- C Default
- **D** End
- 11 Which statement is used to test a block of code for errors?
- A Catch
- **B** Finally
- C Throe
- **D** Try
- **12** Which statement is used to handle the error?
- A Try
- **B** Catch
- C Throw
- **D** Finally
- **13** Which statement is used create custom error in javascript?
- A Catch
- **B** Finally
- C Throw
- **D** Try
- **14** Which statement is used to execute code after try and catch?
- **A** Finally
- **B** Syntax error
- C Throw
- **D** Type error
- **15** Which error indicates that the numbers is outside the range of legal values?
- A Range Error
- **B** Reference Error
- C Type Error
- **D** URI Error
- **16** Which error indicates that the variable used is not declared?
- A Eval Error
- **B** Range Error
- **C** Reference Error
- **D** Syntax Error

- **17** Which error indicates that the value is outside the range of expected type?
- A Eval Error
- **B** Range Error
- C Syntax Error
- **D** Type Error
- **18** Which is used to acess individual value in an array?
- A Content Number
- **B** Element Number
- C Table Number
- **D** Variable Number
- **19** What is the purpose of length property in array?
- A Returns number of array element
- **B** Returns number of characters
- **C** Returns number of fields in object array
- **D** Returns number of highest array index
- **20** Which method joins all array element into string with specified separator?
- A Join()
- B Pop()
- C Push()
- **D** To string()
- 21 Which method removes the last elements from an array?
- A Join()
- B Push()
- C Pop()
- D Shift()
- 22 Which method is used to add new element to an array?
- A Join()
- B Push()
- C Pop()
- D Shift()
- 23 Which method removes the first array element?
- A Join()
- B Pop()
- C Push()
- D Shift()
- 24 Which variable works as function argument in java script?
- A Function variable
- **B** Global variable
- C Local variable
- D Object variable

- **25** Which variable declared outside a function in Javascript?
- A Function variable
- **B** Global variable
- C Local variable
- **D** Object variable
- **26** Which feature in Javascript has properties and methods?
- **A** Array
- **B** Function
- C Object
- **D** Controls
- Which variable are deleted in JavaScript when the page is closed?
- A Function variable
- **B** Global variable
- C Local variable
- **D** Object variable
- **28** Which method is called at the moment of instentiation of an object?
- A Constructor
- **B** Inheritance
- **C** Polymorphism
- **D** Property
- 29 Which is an instance of class?
- A Class
- B Name space
- **C** Object
- **D** property
- Which is window method is used to move the current window?
- A Move()
- B Move to()
- C Window move()
- **D** Window.move to()
- 31 Which is property returns the width of the visitor's screen in pixels?
- A Width()
- B Screen width()
- C Screen.width()
- D Width.screen()
- **32** Which is property returns the URL of the current page?
- A href()
- B < herf >
- C Location.herf
- D herf.location

- 33 Which property is used to transfer files from one host to another host over internet?
- A IF
- **B** FTP
- **C** HTTP
- **D** SMTP
- 34 Which open source software is used to upload from client to server or download from server to client?
- A PHP
- **B** Perl
- **C** HTTP
- **D** FILEZILLA

- 1 How will javascript treat a number, when it is enclosed with double or single quotes?
- A Error
- **B** Number
- **C** String
- **D** Zero
- **2** What will be the output for the following Javascript code?

```
var x = 13 + "03"
```

Alert(x);

- **A** 16
- **B** 133
- **C** 1303
- **D** 13 03
- **3** What will be the output, if the javascript code

```
is executed
```

var x = 1324;

var y = new Number(1324);

if(x === y)

alert("Yes");

else

alert("No")

- **A** Infinity
- **B** Error
- C No
- **D** Yes
- **4** What is the output of the following javascript code?

```
var x = " ITI ";
```

var y = "GOVT";

var o = y concat(x)

document.write(o);

- A ITI GOVT
- **B** ITIGOVT
- **C** GOVTITI
- **D** GOVT ITI
- 5 What is the output of the following javascript code?

```
var name = "Kanya Kumari";
```

var x = name.substr(8,2);

document.write(x);

- A um
- **B** ma
- C ar
- **D** Ku

Module 1 : JavaScript and Creating Web Page - Key paper

Questions: Level 1 Questions: Level 2 Questions: Level 3

SL.No	Key
1	
	D B
2	Δ
2 3 4 5	A
4	A
5	В
6 7	D
	D
8	Α
9	В
10	С
11 12	D
12	С
13	В
13 14 15	Α
15	Α
16	D
17 18	С
18	Α
19	Α
20	A A B D D A B C D C B A A D C A D C B A B B B B B B B B B B B B B B B B B
21	В
22	В
23	В
23 24	C B
25	В
26	В

SL.No	Key
1	Α
2	Α
3	Α
4	Α
5	Α
6	D
7	С
8	С
9	D
10	С
11	D
12	В
13	С
14	Α
15	Α
16	С
17	D
18	В
19	Α
20	Α
21	С
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	Key A A A A A C D C D B A C B C B C B C B C B C B C B C B C B C C
23	D
24	С
25	В
26	С
27	В
28	Α
29	С
30	D
31	С
32	В
33	В
34	D

SL.No	Key
1	С
2	С
3	D
4	С
5	В

Computer Operator and Programming Assistant 2nd Semester - Module 2 : Programming with VBA

Questions: Level 1		8	Which function returns true if the expression
			is a valid date, otherwise it returns false in
1	Which VBA built in function returns location		VBA?
	at the second string occurs within the first	Α	CDate()
	string?	В	IsDate()
Α	Mid()	С	Day()
В	Chr()	D	Dateadd()
С	ASC()	9	What is the full form of UDF in VBA?
D	Instr()	A	User Data Functions
2	Which keyword is used to declare the	В	User Defined Functions
	variables in project scope?	С	Undefined Functions
Α	Static	D	Used Data Functions
В	Private	10	Which function returns the day of the month
С	Public		(number from 1 to 31) given date value in
D	Protect		VBA?
3	In VBA, How many types of access	Α	Day()
	specifiers available in VBA?	В	Date()
Α	2	С	Month()
В	3	D	Date part()
С	4	11	Which function returns the current system
D	6		date and time in VBA?
4	Which type of variable cannot be declared	Α	Date()
	within a procedure in VBA?	В	Day()
Α	Project scope	С	Hour()
В	Local scope	D	Now()
С	Global scope	12	Which function extracts the first 5 characters
D	Module scope		from a string in VBA?
5	Which variable recognized only within the	Α	Right(str,5)
	procedure in which it is declared?	В	Left(str,5)
Α	Local scope	С	Mid(str,5)
В	Module scope	D	Substr(str,5)
С	Global scope	13	Which color of dot indicate the breakpoint in
D	Project scope		VBA?
6	How many levels of variable scope available	Α	Grey
	in VBA?	В	Yellow
A	2	С	Maroon
В	3	D	Red
С	4	14	Which shortcut key is used to set the
D	7		properties of form while designing?
7	What will be the output of the following VBA	Α	F4
	code?	В	Ctrl + F4
	Debug.printformat(#1/1/2017#,"yyyy/mm/dd")	С	Alt + F4
Α	1/1/2017	<u>D</u>	Shift + F4
В	Sun, Jan01, 2017		
C	2017/01/01		

D Sunday, January 01, 2017

Which shortcut key is used to open code How many numeric data types available in window in VBA? Excel VBA? Α F7 Α В 5 В Alt + F7 C 7 С Ctrl + F7 Shift + F7 D D 8 Which code is used to display a user form in What is the another name for keywords in VBA? Load user Form1 Α Α Literals В В User Form1.Show Variables С User Form1.Show False C User defined words D D User Form1.Load Reserved words 17 Which mathematical function returns square Which key word is used to declare the root of a specified number in VBA? variable in VBA? Α Sqt() Α Sub В Squr() В Declare С С Dim Sqrt() D D Sqr() AS 18 Which VBA function is used to convert the Which data type can hold any type of values string from uppercase to lowercase? in VBA? Α Lcase() Α Variant В Lower() В Variable С Ucase() С Constant Upper() D Keyword 19 Which of the following is logical operator in 27 Which entitie hold data in VBA? VBA? Α Literals В Α Constants В С Keywords С D Variables D And Which worksheet method is used to copy a Which character is to be suffixed for long sheet to another location in the workbook? data type in VBA? Α Activate Α В Copy В С Save AS # С D Select D 29 Which VBA worksheet property return or What is the storage size of decimal data sets a string value that represents the object type in VBA? name? 2 bytes Name Α Α 4 bytes В Index В С 8 bytes С Range D 12 bytes D Cells 22 What is the storage size of currency data Which method displays the data form associated with the worksheet in VBA? type in VBA? Α 2 bytes Α Copy 4 bytes В Printout В С 8 bytes C Show Data Form 12 bytes D Select

31 Which VBA property returns a range object Which box groups related controls into one that represents all the cells on the visual unit in a rectangle with an optional worksheet? label? Α Cells Α Label box В Rows В Group box С Index С List box D Combo box Name 32 Which object is member of the workbook? 40 Which is used to create user interface Α В Workbook Α C **VBA** С В Worksheet С HTML D Range Which type of work book method cannot be Javascript modified in VBA? 41 Where does Excel come in object hierarchy Α Close of VBA? В Save Α Range object С Save AS В Workbook object С D Protect Worksheet object Application object Which workbook property returns a string D 42 Which shortcut key is used to open project value that represents the name of the object in VBA? explorer window in VBA? Α Full name Α Ctrl + R В Name В Ctrl + P C Path C Ctrl + W D Worksheets Ctrl + E Which workbook property returns the name 43 Which shortcut key is used to open VBA of the object including its path on disk in Editor from the Excel worksheet? VBA? Α Ctrl + F11 Alt + F11 Α Full name В С В Name Ctrl + V С Path D Ctrl + F7 D Worksheets What is the Full form of IDE? Which can hold lot of data with one variable Α Integrated Development Element in VBA? В Internal Development Environment С Α Arravs Integrated Development Environment В Collections D Internal Distributed Environment С Groups Which shortcut key is used to step into line -D Methods by - line execution in VBA? Which type of list box enables one choice of F2 Α adjacent choice in VBA? В F4 С Α Drop down list F5 В Single - selection list box D C Multiple - selection list box What is called the set of commands bundled D Extended - selection list box together under one name? Which button has three states in VBA? Α **Properties** В Α Option button Macros В Spin button C **Procedures**

D

Events

С

Push button

Command button

- **47** What is called the set of statement that are executed under one name?
- A Macros
- **B** Properties
- **C** Procedures
- **D** Events
- **48** Which one is attributes of an object in VBA?
- **A** Procedures
- **B** Events
- **C** Macros
- **D** Properties
- **49** What is called double clicking an object in VBA?
- A Events
- **B** Macros
- **C** Procedures
- D Methods
- Which is used to type / edit the programming code in VBA?
- A Form window
- **B** Properties window
- C Immediate window
- D Visual basic editor
- 51 What is the alternate name of Bugs?
- A Errors
- **B** Keywords
- **C** Variables
- **D** Constants
- 52 Which shortcut key is used to open the Visual Basic Editor In VBA?
- **A** Alt + F11
- **B** Ctrl + F11
- C Shift + F11
- D Shift + Ctrl + F11

- 1 Which simplifies the work to be eliminating or rewriting the code in VBA?
- A Class
- **B** Object
- **C** Macros
- **D** Functions
- Which type of variable can be accessed or used by subroutines outside the modules in VBA?
- A Static
- **B** Private
- **C** Protect
- **D** Public
- Where there is no difference between dim and private in VBA?
- A Local scope
- **B** Module scope
- C Global scope
- D Project scope
- Which method is used to pass the reference to the arguments?
- A Ref
- **B** Val
- **C** Reference
- **D** By Ref
- 5 Which function is used to check whether the given input is numeric or Not in VBA?
- A Numeric()
- B Isnumber()
- C Isnumeric()
- **D** Isnum()
- Which function returns specified part of a given date in VBA?
- A Day()
- B Datevalue()
- C Datediff()
- D Datepart()
- 7 Which function returns the difference between two date values based on the interval specified in VBA?
- A Datediff()
- B Day()
- C Daydiff()
- D Datedif()

- 8 What is the return type of CSng function in VBA?
- A Boolean
- **B** Variant
- C Single
- **D** String
- **9** Which VBA code is used to load user form into memory but do not display?
- A User form1.Show
- B Load userform1
- C Userform1.load
- D Show userform1
- 10 Which VBA code is used to remove the user form from memory?
- A Unload me
- B Userform1.hide
- C Unload userform1
- D User form show false
- 11 Which window displays the watched expression including the one just added?
- A Module window
- **B** Immediate window
- C Watch window
- **D** Debug window
- Which one is indicated by a red dot with a line of code highlighted in red in VBA?
- A Break point
- **B** Start point
- C End point
- **D** Error point
- Which is used to repeats the same steps in case of frequency needed actions in VBA?
- A Class
- **B** Object
- **C** Functions
- **D** Macros
- 14 Which function returns the integer portion of a number in VBA?
- **A** Int()
- **B** Format()
- C Abs()
- **D** Sign()
- 15 Which function returns the hyperbolic cosine of the specified angle in VBA?
- A Abs()
- B Cos()
- C Cosh()
- **D** hcos()

- **16** Which mathematical function generates a random number in VBA?
- A Random()
- B Rnd()
- C Rand()
- **D** Round()
- 17 Which operators are concatenation operator in VBA?
- A + and -
- **B** & and -
- **C** & and +
- **D** & and *
- **18** Which type of words cannot use for any other purpose in VBA?
- A Literals
- **B** Keywords
- **C** Constants
- **D** Variables
- 19 Which is a series of items where all items share the same properties and methods in VBA?
- A Arrays
- **B** Groups
- C Methods
- **D** Collections
- Which button allows a single choice within a limited set of mutually exclusive choice?
- A Button
- **B** Option button
- **C** Spin button
- D Toggle button
- 21 Which box has three states in VBA?
- A List box
- B Combo box
- C Check box
- **D** Group box
- Which one creates a box with a scrollable list containing a number of input values in VBA?
- A Combo box
- B Option button
- C Text box
- D List box
- Which control is suitable to collect the input from the user in VBA?
- A Label
- **B** Text box
- **C** Command button
- D User form

- **24** Which is a proper object hierarchy in VBA?
- A Worksheet, Workbook, Application, Range
- **B** Range, Application, Worksheet, Workbook
- C Range, Worksheet, Workbook, Application
- D Application, Workbook, Worksheet, Range
- What is the shortcut key to run the current procedure in VBA?
- **A** F2
- **B** F4
- **C** F5
- **D** F8
- Which window displays the entire list of local varibles and their current values in VBA?
- A Locals window
- B Watch window
- C Immediate window
- **D** Debugging window
- Which window is similar to the locals window, but it is used to tracing the variables in VBA?
- A Call stack window
- **B** Watch window
- C Immediate window
- **D** Debugging window
- **28** Which shortcut key is used to open the immediate window?
- A Ctrl + G
- B Ctrl + L
- C Alt + G
- \mathbf{D} Alt + L
- 29 What is the another name trigger for an action in VBA?
- A Methods
- **B** Modules
- C Events
- **D** Macros
- Which shortcut key allows debugger to run the current procedure and go line after line called the procedure in VBA?
- A Ctrl + Shift + F6
- B Ctrl + Shift + F7
- C Ctrl + Shift + F8
- D Ctrl + Shift + F9
- 31 While debugging code, which statement allows to go to the highlighted line?
- A Step into
- B Step over
- C Step out
- **D** Show next

- 32 Which control is used to increase or decrease a value, such as a number time or date?
- A Scroll Bar
- **B** Spin Button
- C Combo Box
- **D** Toggle Button

- 1 Which VBA function compares given strings and returns -1 if the first string is smaller than the second string, returns 0 if both are equal and 1 if the first string is greater than second string?
- A Strcmp
- **B** Strcomp
- **C** Compare
- **D** Scmp
- Which scope does the variable declared with dim and remains in the existance only as long as the procedure in which if is declared is running?
- A Global scope
- **B** Local scope
- C Module scope
- D Project scope
- What will be the output of the following VBA code?

Sub test()

a = 9

Debug.Print Sqr(a)

End sub

- **A** 3
- **B** 9
- **C** 18
- **D** 81
- What will be the output for the following VBA code?

Debug.print

DateDiff("yyyy","1/12/2016","31/1/2017")

- **A** 0
- **B** 1
- **C** 11
- **D** 30
- 5 What will be the output of the following VBA code?

Sub test()

x = "institue"

Debug.print Format(x,">")

End sub

- A Institute
- **B** institute
- **C** INSTITUTE
- **D** instiTUTE

What will be the output of the following VBA code?

Sub test()

Dim S AS string

S = "wholehearted"

Debug.Print mid(s,6,4)

End sub

- A arte
- **B** hear
- C hole
- **D** eart
- 7 What will be the output of the following VBA code?

Sub test()

a = "Computer operator"

Debug.Print left(a,10)

End sub

- **A** Operator
- B Computer o
- **C** Computer
- **D** Computer operator
- **8** What will be the output of the following VBA code?

Sub test()

Dim I as integer

Dim S as string

S = "Time is money"

I = len(s)

Debug.print "The length is " & I

End sub

- **A** 13
- B The length is 11
- C The length is 13
- **D** THE LENGTH IS 13
- **9** What will be the output of the following VBA

function?

Sub stg()

Str = "Mathematics"

Debug.Print right(str,6)

End sub

- A matics
- **B** Mathem
- **C** Mathemat
- **D** Mathematics

Module 2 : Programming with VBA - Key paper

Questions: Level 1 Questions: Level 2 Questions: Level 3

SL.No	Key
1	D
2	С
3	Α
4	D
5	Α
6	С
7	С
8	В
9	В
10	A
11	D
12	В
13	D
14	A
15	A
10	В
17	۸
10	N N
20	۸
20	A
21	D
22	С
23	С
24	D
25	С
26	Α
27	D
2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	D C A D B B D A A D C C D C A D B A A D A D C C D C A D B A A D C C C D C C A D C C C D C C A D C C C D C C C D C C C D C C C C
29	Α
30	С
31	Α
32	A C D
33	D
33 34 35	В
35	A B
36	В
37	С
38	А

SL.No	Key
39	В
40	В
41	D
42	Α
43	В
44	С
45	D
46	В
47	С
48	D
49	Α
50	D
51	Α
52	Α

SL.No	Key
1	С
2	D
3 4 5	В
4	D
5	С
6	D B D C D A C
7	А
8	С
9	В
10	B C C
11	С
12	A
13	D
14	A
12 13 14 15 16	С
16	A D A C B C
17	C
18	В
19	D
20	В
21	С
22	D
23	B D B C D
24	D
25	С
26	Α
21 22 23 24 25 26 27 28	В
	А
29	С
30	D C A B A C C D
31	D
32	В

SL.No	Key
1	Α
2	В
3	Α
4	В
5	С
6	В
7	В
8	С
9	А

Computer Operator and Programming Assistant 2nd Semester - Module 3 : Using Accounting Software

<u> </u>	antinua I aval 4	. —	Which function key is used to record fund
Que	estions: Level 1	8	Which function key is used to record fund transfer between cash and bank account?
1	What type of software is Tally?	Α	F4
Α	Accounting Software	В	F5
В	Application Software	C	F6
C	Language Translator	D	F7
D	System Software		
2	-	9	Which document is issued by the receiver of
2	What is the purpose of financial management feature in Tally?		cash to the giver of cash acknowledging the
	· ·	١.	cash received voucher?
A	Importing and exporting data	A	Ledgers
В	For stock transfer	В	Journals
С	To get daily balances and Transaction value	С	Receipts
<u>D</u>	To prepare purchase records	D	Vouchers
3	Which area in Tally screen provides quick	10	What is a summarized record of all the
	access to different options?		transactions to every person, every property
Α	Button bar		and every type of service?
В	Calculator	Α	Account
С	Product info	В	Journals
D	Work area	С	Ledgers
4	Which is prepared to ascertain actual profit	D	Vouchers
	or loss of the business?	11	Which is the main book of final entry for
Α	Balance sheet		accounts?
В	Book-keeping	Α	Balance sheet
С	Profit and loss account	В	Ledger
D	Trading account	С	Receipts
5	What is meant by current date in Tally?	D	Vouchers
Α	Calendar date	12	What is termed as excess of credit side total
В	Last voucher date		amount over debit side total amount in profit
С	Last worked date		and loss account?
D	System date	Α	Credit
6	Which are the things and properties for	В	Debit
	resale that converts into cash?	С	Loss
Α	Current assets	D	Profit
В	Business Transaction	13	Which book is used to record transactions
С	Liabilities		relating to return of goods to suppliers?
D	Purchase	Α	Purchase Book
7	Who receives benefits without giving money	В	Purchase Return Book
	immediately but liable to pay in future?	С	Sales Book
Α	Creditor	D	Sales Return Book
В	Debtor	14	Which is a statement of assets and
С	Owner		liabilities?
D	Worker	Α	Balance sheet
	-	В	Journals
		С	Ledgers
		D	Trial balance
		l —	

- **15** Which accounting system is incomplete and unscientific?
- A Double Entry System
- **B** Single Entry System
- **C** Triple Entry System
- **D** Multi Entry System
- 16 What is the rule for real account?
- A Debtor the receiver, Creditor the giver
- **B** Debtor the giver, Creditor the receiver
- C Debit comes in, Credit goes out
- D Debit goes out, Credit comes in
- **17** Which shortcut key is used to activate calculator in Tally?
- A Ctrl + C
- B Ctrl + M
- C Ctrl + N
- D Ctrl + T
- **18** Which activity in Tally is used to find out the financial position of the organisation?
- A Balance sheet
- **B** Book-keeping
- **C** Trading
- D Profit and loss
- **19** What is referred to as buying and selling of goods?
- A Normal account
- **B** Real account
- **C** Profit and loss account
- D Trading account
- 20 Which factor determines the cost of the product?
- A Direct cost
- B Elements of cost
- C Indirect cost
- D Standard cost
- 21 What is the shortcut key to export the report in ASCII, SDF, HTML or XML format?
- A Alt + C
- B Alt + D
- C Alt + E
- D Alt + X
- Who gives benefits without receiving money, but will claim in future?
- A Creditor
- **B** Debtor
- **C** Owner
- **D** Worker

- Which is the ledger grouping for bills receivable in Tally ERP9?
- A Fixed asset
- **B** Current asset
- **C** Direct expenses
- D Indirect expenses
- What is the purpose of financial management feature in Tally?
- A Handles different types of vouchers
- **B** Allows importing and exporting data
- C Provides budgeting option
- **D** Provides option for data backup
- 3 What is the purpose of Inventory Management Feature in Tally?
- A Provides option for data backup
- **B** Provides all relevant information for any stock item in a single screen
- C Provides daily balance and transaction value
- Provides option to upload reports on the website directly
- What is the purpose of security feature in Tally?
- A Provides budget option
- B Provides option for data backup
- C Provides option to upload reports
- **D** Provides statement of accounts
- Which term is used for receiving aspects of a transaction?
- A Credit
- **B** Debit
- C Profit
- **D** Receipt
- What is the purpose of Tally audit feature in Tally ERP 9?
- A Allows easy analysis of result / reports with graphical values
- **B** Allows statutory reporting for VAT, CST, TCS, TDS, FBT, GST
- C Allows splitting of company data into multiple compaines
- **D** Verify, validate and accept accounting information

- 7 Which combination of key is used to change the financial period in Tally?
- **A** F2
- **B** Alt + F2
- C Ctrl + F2
- D Shift + F2
- Which combination of key is used to open "Tally Reference Manual"?
- A Alt + H
- B Alt + M
- C Alt + R
- D Alt + T
- 9 Which function of key is used the list / select a company in Tally?
- A F1
- **B** F3
- **C** F5
- **D** F7
- 10 Where does the transactions are entered, before taken to the appropriate ledger account?
- A Balance sheet
- **B** Journals
- **C** Receipts
- **D** Vouchers
- 11 Which term is used for the amount invested for starting a business by a person?
- A Asset
- **B** Capital
- **C** Debit
- **D** Liabilities
- What is the purpose of Technological feature in Tally?
- A Allows importing and exporting data
- **B** Flexible units of measure
- C Provides budgeting option
- **D** Provides option for data backup
- Which term is used for giving aspect of a transaction?
- A Credit
- **B** Debit
- **C** Journal
- **D** Voucher

14 Which term is used for all the amounts 22 Which sequence of option is used to view the trial balance on the screen? payable by a business concern to outsiders? Gateway of Tally →Trial balance Α Assets В Gateway of Tally → Display → Trial В Capitals Balance **Debits** С C Gateway of Tally → Accounts Info → Trial D Liabilities Balance D Geteway of Tally → Display → Account 15 Which is a statement of all the ledger Book → Trial balance account balance prepared at the end of particular period to verify the accuracy of the 23 Which report displays the summary of all the cost centres under a cost category? entries? Α Journals Α Category summary В В Receipts Cost centre Break-up Trial Balance С C Group Break-up D Vouchers D Ledger break-up 16 What is the purpose of Ctrl + Q key is the 24 Which function key is used to enter Gateway of Tally screen? purchase? Α Close the tally screen F6 Α В F7 В Quit tally current screen С Exit with confirmation С F8 D D Exit without confirmation 17 What is the purpose of Alt + W key in Tally? 25 Which function key is used to enter receipts? Change the financial period F2 Α Α В Invoke Tally Reference Manual В F4 С F6 С Open default web browser D Exist Tally without confirmation F8 D Which combination of function key is used to Which shortcut key is used to open debit open inventory voucher's entry menu? Note Voucher? Α Alt + F1 Α Alt + F9 В Alt + F3 В Alt + F10 C Alt + F5 C Ctrl + F9 D Alt + F7 D Ctrl + F10 Which combination of key is used to save 27 Which shortcut key is used to remove a line the information in Tally? in a report in report screen? Α Ctrl + A Α Alt + I В Ctrl + I В Alt + R C C Ctrl + S Alt + S D D Ctrl + X Alt + X Which shortcut key is used to shut a Which feature offers a parallel classification company from the gateway of Tally screen? of stock item? Α Alt + F1 Stock categories Α В В Alt + F3 Stock group Alt + F5 С C Stock item D Alt + F7 D Stock query Which budget is prepared for a very short Which register is used to post the journal entries periodically? period? Α Bill book Current budget Α В Cash book В Long term budget

C

D

Rolling budget

Short term budget

C

D

Ledger

Trial balance

- **30** Which ratio evaluate the availability of cash to pay debit?
- **A** Activity ratio
- **B** Debit ratio
- C Liquidity ratio
- D Market ratio
- 31 Which function key is used to enter payment?
- **A** F3
- **B** F5
- **C** F7
- **D** F9
- **32** Which report displays ledgers and group summary information for the selected cost centre?
- **A** Category summary
- B Cost centre Break-up
- **C** Ledger break-up
- **D** Group Break-up
- 33 Which name indicates the decreasing value of an Asset?
- A Current asset
- **B** Depreciation
- C Indirect expenses
- **D** Sundry debitor
- Which shortcut key is used to cancel a voucher in Day book / List of vouchers in Tally?
- **A** Alt + D
- B Alt + I
- C Alt + S
- **D** Alt + X

Module 3 : Using Accounting Software - Key paper

SL.No	Key
	A
1 2 3 4 5 6 7	A C A C C A B
3	Α
4	С
5	С
6	Α
	В
8	A C A B
9	С
10	Α
11	В
12	D
13	В
14	Α
15	В
16	С
17	B A B C C C A
18	
19	D
20	В
21	C

22

1	Key
	В
2	С
3	В
4	В
5	В
2 3 4 5 6 7	D
7	В
8	A
9	A
10	В
11	В
12	A
11 12 13 14	A
14	C
16	D
15 16 17	C
18	Δ
19	A
20	C B B B B C D B A A B B C C D C A A A C B A C C C C C C C C C C C C C
21	С
22	В
23	Α
24	D
20 21 22 23 24 25 26 27 28	С
26	C B A
27	В
28	Α
29	Α
30	С
31	В
32	В
33	В
34	D

Computer Operator and Programming Assistant 2nd Semester - Module 4 : E - Commerce

Qu	Questions: Level 1		
1	What is the full form of EDI?		
Α	Electronic Data Interchange		
В	Electronic Direct Interchange		
C	Electronic Data Information		
D	Electronic Data Interconnection		
2	What is the abbreviation of CGI?		
_ A	Computer Gateway Interface		
В	Common Gateway Interface		
С	Computer Gateway Interconnection		
D	Common Gateway Interconnection		
3	Which type of E - Commerce is payment		
-	Gateway?		
Α	b2b		
В	b2c		
С	g2c		
D	g2b		
4	Which type of E - Commerce is tenders and		
	submission of application?		
Α	b2b		
В	b2c		
С	g2c		
D	g2b		
5	Which type of E - Commerce is Amazon?		
Α	b2b		
В	b2c		
С	g2b		
D	g2c		
6	What is called sale or purchase of items		
	without physically visiting a shop?		
Α	E - Commerce		
В	POS		
С	Traditional Commerce		
D	E - Service		
7	Which scope of E- Commerce business		
	platforms like amazon, ebay, etc?		
Α	National		
В	Local		
С	Global		
D	Virtual		

8 What is the full form of COD in E -Commerce? A Cash on Delivery **B** Cash on Demand С Commerce on Delivery **D** Cart on Delivery Which one is E - Commerce site? Yahoo Α В Bing С Google **D** Amazon **10** Which one is a online payment? Flipkart Α В Paytm **C** Gmail D Reliance jio 11 Which type of attack is a method of defeating a cryptographic scheme of trying a large number of possibilities? Teardrop attack

B Brute force attackC PhlashingD Smurf attack

- 1 Which is the model in E Commerce, if the seller and buyer are both business firms?
- A Consumer to Business
- **B** Business to Consumer
- C Business to Business
- D Consumer to Consumer
- Which is the model in E Commerce, if the seller is a business and the individual is an consumer?
- A Consumer to Business
- **B** Business to Consumer
- C Business to Business
- **D** Consumer to Consumer
- Which is the model in E Commerce, if the seller is an individual and the buyer is a business firm?
- A Consumer to Business
- **B** Business to Consumer
- C Business to Business
- D Consumer to Consumer
- Which is the model in E Commerce, if the seller and the buyer are the both individuals?
- A Consumer to Business
- **B** Business to Consumer
- C Business to Business
- D Consumer to Consumer
- Which option in E Commerce, helps to keep selected products until checkout / payment?
- A Basket
- **B** Cart
- **C** Tray
- D COD
- 6 Which is the function of specifying access rights to resources related to information security?
- A OTP
- **B** Pin
- **C** Authoriztion
- **D** Passcode
- Which refers to paying the money back to the buyer after the price has been deducted from the account?
- A Refund
- **B** Return
- **C** Deduction
- D Charge bace

- **8** Which card permits online payment using balance amount available in bank account?
- A Credit card
- **B** Paypal
- C Debit card
- **D** Wallet
- 9 Which is the set of rules that limits access to information?
- A Availability
- **B** Integrity
- **C** Authenticity
- **D** Confidentiality
- 10 Which is the process of ensuring the data, transactions, communication or documents are genuine?
- A Availability
- **B** Integrity
- **C** Authenticity
- D Confidentiality
- 11 What is the purpose of OLX web site?
- A Uploading Files
- **B** Buying and selling products
- **C** Searching Documents
- D Recovering files
- 12 Which of the following authenticates and handles credit card payment for E-Commerce?
- A Payment gateway
- **B** E Commerce gateway
- **C** Software gateway
- **D** E-Wallets
- 13 What is the another name called PDoS?
- A Brute force attack
- B Non technical attack
- C Phlashing
- D Smurf attack

Module 4 : E - Commerce - Key paper

SL.No	Key
1	Α
2	В
3	С
4	D
5	В
6	Α
7	С
8	Α
9	D
10	В

В

11

SL.No	Key
1	С
2 3	В
	Α
4 5	D
	В
6	С
7	Α
8	С
9	D
10	С
11	В
12	Α
13	С

Computer Operator and Programming Assistant 2nd Semester - Module 5 : Cyber Security

- 1 When the Indian parliament passed the IT Act?
- **A** 1990
- **B** 1992
- **C** 2000
- **D** 2005
- **2** What is the full form of LDAP?
- A Light Weight Directory Access Provider
- **B** Light Weight Directory Access Protocol
- C Light Weight Directory Access Program
- **D** Light Weight Directory Access Protection
- What is called the collective terms of malicious software, such as viruses, worms and trojans?
- **A** Spam
- **B** Phishing
- **C** Malware
- **D** Harm

- 1 What is called protecting data from online attacks, deletions, malwares?
- A Physical security
- **B** Cyber security
- C Cyber attack
- **D** Virus
- What is called the protection of information and data from unauthorized Access?
- A Physical security
- **B** Link security
- C Risk management
- **D** Information security
- **3** What is the full form of CIA under information security?
- A Confidentiality Integrity Availability
- **B** Criminal Investigation Agency
- C Cost Information Agency
- **D** Credit Integrity Assement
- 4 What is called periodic assessment of security vulnerability in computer system?
- **A** Threat
- **B** Attack
- C Hacking
- **D** Security audit
- 5 What is called a single point of access for several networking services?
- **A** Phishing
- **B** Web service
- C Directory service
- **D** Worms
- **6** Which activities endanger the sovereignty and integrity of nation?
- A Cyber Terrorism
- **B** Cyber vandalism
- C Cyber squatting
- **D** Carding
- 7 Which crime involves the use of computer networks to create, distribute or access materials that sexually expoit underage persons?
- A Assault by Threat
- **B** Cyber squatting
- C Cyber vandalism
- D Child pornography

- What is called the unauthorized control/acess over the computer system and destroys the data?
- **A** Defamation
- **B** Carding
- C Hacking
- D Cyber stalking
- 9 Which method go through all the files or network elements with an intention to detect something unusual?
- A Probing
- **B** Phishing
- **C** Infecting
- **D** Scanning

Module 5 : Cyber Security - Key paper

Questions: Level 1 Questions: Level 2

SL.No	Key
1	С
2	В
3	С

SL.No	Key
1	В
2	D
3	Α
4	D
5	С
6	Α
7	D
8	С
9	D