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OPSC JA

**Previous Year Paper
(Maths & Computer)
Paper-III, 04 Nov 2023**



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Test Booklet Series

C

TEST BOOKLET
JUNIOR ASSISTANT
PAPER-III
(MATHEMATICS AND BASIC
COMPUTER SKILLS)

T.B.C. : JA-3/2023

Sl. No. 206647

Time Allowed : 3 Hours

Maximum Marks : 200
(Mathematics - 100 & Basic
Computer Skills - 100)

INSTRUCTIONS TO CANDIDATES

1. IMMEDIATELY AFTER COMMENCEMENT OF THE EXAMINATION, YOU SHOULD CHECK THAT THIS TEST BOOKLET DOES NOT HAVE ANY UNPRINTED OR TORN OR MISSING PAGES OR ITEMS ETC. IF SO, GET IT REPLACED BY A COMPLETE TEST BOOKLET OF SAME SERIES ISSUED TO YOU.
2. ENCODE CLEARLY THE TEST BOOKLET SERIES A, B, C OR D; AS THE CASE MAY BE, IN THE APPROPRIATE PLACES IN THE ANSWER SHEET USING BALL POINT PEN (BLUE OR BLACK).
3. You have to enter your **Roll No.** on the Test Booklet in the Box provided alongside. **DO NOT** write anything else on the Test Booklet. 3063
4. YOU ARE REQUIRED TO FILL UP & DARKEN ROLL NO., TEST BOOKLET / QUESTION BOOKLET SERIES IN THE ANSWER SHEET AS WELL AS FILL UP TEST BOOKLET / QUESTION BOOKLET SERIES AND SERIAL NO. AND ANSWER SHEET SERIAL NO. IN THE ATTENDANCE SHEETS CAREFULLY. WRONGLY FILLED UP ANSWER SHEETS ARE LIABLE FOR REJECTION AT THE RISK OF THE CANDIDATE.
5. This Test Booklet contains 100 items (questions) i.e. Q.No. 1 to 50 Mathematics and Q.No.51 to 100 of Basic Computer Skills. Each item (question) comprises four responses (answers). You will select the correct response (answer) which you want to mark (darken) on the Answer Sheet. In case, you feel that there is more than one correct response (answer), you should mark (darken) the response (answer) which you consider the best. In any case, choose **ONLY ONE** response (answer) for each item (question).
6. You have to mark (darken) all your responses (answers) **ONLY** on the separate Answer Sheet provided, by using **BALL POINT PEN (BLUE OR BLACK)**. See instructions in the Answer Sheet. You should use the same Answer Sheet for both the parts, i.e. Mathematics (Q.No.1 to 50) and Basic Computer Skills (Q.No. 51 to 100).
7. All items (questions) carry equal marks. All items (questions) are compulsory. Your total marks will depend only on the number of correct responses (answers) marked by you in the Answer Sheet. There will be **Negative Marking for wrong answers. 25 percent of marks allotted to a particular item (question) will be deducted as negative marking for every wrong response (answer).**
8. Before you proceed to mark (darken) in the Answer Sheet the responses (answers) to various items (questions) in the Test Booklet, you have to fill in some particulars in the Answer Sheet as per instructions sent to you with your **Admission Certificate**.
9. After you have completed filling in all your responses (answer) on the Answer Sheet and after conclusion of the examination, you should hand over to the Invigilator the Answer Sheet issued to you. You are allowed to take with you the candidate's copy / second page of the Answer Sheet along with the **Test Booklet**, after completion of the examination, for your reference.
10. Sheets for rough work are appended in the Test Booklet at the end.

DO NOT OPEN THIS TEST BOOKLET UNTIL YOU ARE ASKED TO DO SO

MATHEMATICS

1. George bought a V.C.R. at the list price of Rs. 18,500. If the rate of VAT was 8%, find the amount he had to pay for purchasing the V.C.R.

- (A) Rs. 19980
- (B) Rs. 19890
- (C) Rs. 19880
- (D) Rs. 19990

$$18500 \times \frac{8}{100} = 1480$$

$$18500 + 1480 = 19980$$

2. David purchased a pair of shoes for Rs. 441 including value added tax. If the sale price of the shoes is Rs. 420, find the rate of VAT.

- (A) 4%
- (B) 8%
- (C) 5%
- (D) 10%

CP = 420
 VAT = 21
 SP = 441

$$\frac{21}{420} \times 100 = 5\%$$

3. Amit purchases a motorcycle, having marked price Rs. 46,000 at a discount of 5%. If VAT is charged at the rate of 10%, find the amount Amit has paid to purchase the motor cycle.

- (A) Rs. 45,060
- (B) Rs. 48,070
- (C) Rs. 45,600
- (D) Rs. 48,700

$$46000 \times \frac{5}{100} = 2300$$

$$46000 - 2300 = 43700$$

$$43700 \times \frac{10}{100} = 4370$$

$$43700 + 4370 = 48070$$

4. Robert can finish the writing of the book in 8 days while James can finish the same work in 10 days. If they work together then how long will take to finish the same work?

- (A) $4\frac{5}{9}$ days
- (B) $4\frac{3}{9}$ days
- (C) $4\frac{2}{9}$ days
- (D) $4\frac{4}{9}$ days

$$\frac{1}{8} + \frac{1}{10} = \frac{5+4}{40} = \frac{9}{40}$$

$$\frac{40}{9} = 4\frac{4}{9}$$

5. A can do a bit of work in 25 days which B can complete in 20 days. Both together labour for 5 days and after ward A leaves off. How long will be take to complete the remaining work?

- (A) 11 days
- (B) 10 days
- (C) 12 days
- (D) 8 days

$$\frac{1}{25} + \frac{1}{20} = \frac{4+5}{100} = \frac{9}{100}$$

$$5 \times \frac{9}{100} = \frac{45}{100}$$

$$1 - \frac{45}{100} = \frac{55}{100}$$

$$\frac{55}{100} \div \frac{1}{25} = \frac{55}{100} \times 25 = 13.75 \approx 14$$

6. A and B can do a bit of work in 12 days. B and C can do it in 15 days while C and A can do it in 20 days. In how long will they complete it cooperating?

Additionally, in how long can A alone do it?

- (A) 15 days; 20 days
- (B) 20 days; 15 days
- (C) 10 days; 30 days
- (D) 15 days; 15 days

$$A+B = 12$$

$$B+C = 15$$

$$C+A = 20$$

$$A+B+C = 23.5$$

$$A = 23.5 - 15 = 8.5$$

$$B = 23.5 - 20 = 3.5$$

$$C = 23.5 - 12 = 11.5$$

7. Time taken by A to finish a piece of work is twice the time taken by B and thrice the time taken by C. If all three of them work together, it takes them 2 days to complete the entire work. How much work was done by B alone.

- (A) 3 days
- (B) 6 days
- (C) 5 days
- (D) 4 days

$$A = 2B$$

$$A = 3C$$

$$\frac{1}{2B} + \frac{1}{B} + \frac{1}{3B} = \frac{1}{2}$$

$$\frac{3+2+1}{6B} = \frac{1}{2}$$

$$6B = 6$$

$$B = 1$$

8. A can fabricate a divider in 30 days, while B alone can assemble it in 40 days. If they construct it together and get an installment of Rs. 7000, what B's offer?

- (A) Rs. 3000/-
- (B) Rs. 2500/-
- (C) Rs. 2000/-
- (D) Rs. 2500/-

$$\frac{1}{30} + \frac{1}{40} = \frac{4+3}{120} = \frac{7}{120}$$

9. In 40 liters of a mixture of milk and water, the ratio of milk to water is 7:1. To make the ratio of milk to water as 3:1, how much amount of water to be added in liters?

- (A) $6\frac{1}{3}$ lt
- (B) $6\frac{2}{3}$ lt
- (C) $6\frac{1}{2}$ lt
- (D) $5\frac{1}{2}$ lt

40 Ltr

$$\begin{array}{l} 7:1 \\ 35:5 \\ 3:1 \end{array}$$

$$\frac{7}{35} = \frac{1}{5}$$

$$\frac{3}{3} = 1$$

10. A mixture can contains two liquids A and B mixed in ratio 4:1. When 10 liters of the mixture is replaced by equal volume of liquid B, the ratio of A and B changes to 2:3. The volume of liquid A in liters initially was

- (A) 15 liters
- (B) 20 liters
- (C) 16 liters
- (D) 12 liters

A : B = 4 : 1

A = 3L, B = 2L

10 Ltr

2 : 3

4 : 1

8L : 2L

60 + 15 = 75

80 + 20 = 100

64 + 16 = 80

48 + 12 = 60

78 + 17 = 95

JA-3/C

60 + 25 = 85, 80 + 30 = 110, 64 + 26 = 90, 48 + 22 = 70

11. Two pipes A and B can fill a tank in 16 hours and 20 hours respectively. If both the pipes are opened simultaneously, how much time will be taken to fill the tank?

- (A) $8\frac{1}{9}$ hrs
- (B) $8\frac{5}{9}$ hrs
- (C) $8\frac{8}{9}$ hrs
- (D) $8\frac{2}{9}$ hrs

30/40

$$\frac{1}{16} + \frac{1}{20} = \frac{5+4}{80} = \frac{9}{80}$$

$$\frac{80}{9} = 8\frac{8}{9}$$

12. A tank can fill by a tap in 8 hours and can be emptied by another tap in 10 hrs. How long it take to fill the tank if both the taps are open together?

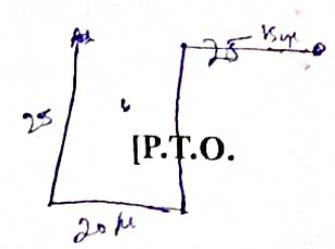
- (A) 40 hrs
- (B) 35 hrs
- (C) 30 hrs
- (D) 25 hrs

$$\frac{1}{8} - \frac{1}{10} = \frac{5-4}{40} = \frac{1}{40}$$

$$40 \text{ hrs}$$

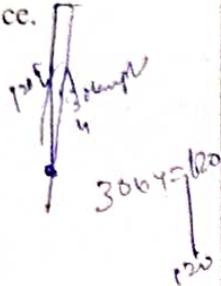
13. Ajay walked 25 meters towards South, then he turned to his left and walked 20 meters. He then turned to his left and walked 25 meters and again turned to his right and walked 15 meters. At what distance is he from the starting point and in which direction?

- (A) 35 m East
- (B) 30 m South
- (C) 40 m East
- (D) 50 m East



14. A person travels from one place to another at 30 Km/hr and returns at 120 km/hr. If the total time taken is 5 hrs, then find the Distance.

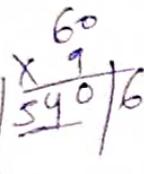
- (A) 80 Km
 (B) 100 Km
 (C) 110 Km
 (D) 120 Km



15. Ram and Rohim have to travel from Delhi to Jaipur in their respective cars. Ram is driving at 60 Kmph while Rohim is driving at 90 Kmph. Find the time taken by Rohim to reach Jaipur if Ram takes 9 hrs.

- (A) 6 hrs
 (B) 9 hrs
 (C) 8 hrs
 (D) 10 hrs

Handwritten notes: Ram - 60 kmph, Rohim - 90 kmph



16. If the range of 16, 15, 21, 28, 48 and a is 34, then $a =$

- (A) 14
 (B) 49
 (C) Either (A) or (B)
 (D) Neither (A) nor (B)

17. The Present Ages of 3 persons are in the Proportion of 4:7:9. 8 years ago the sum of their ages was 56. Find their present ages

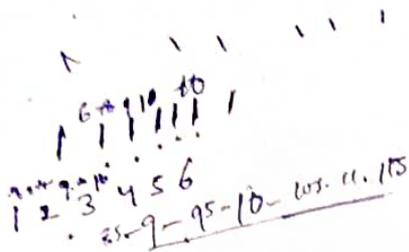
- (A) 16, 28 and 36 years
 (B) 20, 35 and 45 years
 (C) 8, 20 and 28 years
 (D) 16, 24 and 32 years

Handwritten notes: 4 7 9

Handwritten note: 20

18. In a frequency distribution, the mid-value of a class is 10 and width of the class is 6. The lower limit of the class is

- (A) 6
 (B) 8
 (C) 7
 (D) 9



19. If the mean of a, b, c, d and e is 5, then the value of

$(a-5) + (b-5) + (c-5) + (d-5) + (e-5)$ is

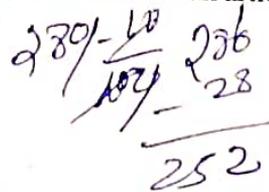
- (A) 25
 (B) 5
 (C) 10
 (D) 0

20. The mean, median and mode of a distribution are connected by the following relation :

- (A) Median = $\frac{\text{Mean} + \text{Mode}}{2}$
 (B) Mode = 3 Median - 2 Mean
 (C) Mean = 3 Median - 2 Mode
 (D) Median = 2 Mean - 3 Mode

21. A shopkeeper offers his customers 10% discount and still makes a profit of 26%. What is the actual cost to him of an article marked Rs 280?

- (A) Rs. 252
 (B) Rs. 250
 (C) Rs. 200
 (D) Rs. 152



28. If $P = \left(\frac{-4}{5}\right) \times \left(\frac{-10}{9}\right) \times \left(\frac{3}{4}\right)$ and

$Q = (-6) \times \frac{7}{5} \times \frac{2}{3}$ then $P + Q$ is equal to:

(A) $-2\frac{14}{15}$

(B) $-4\frac{14}{15}$

(C) $-3\frac{14}{15}$

(D) $-1\frac{14}{15}$

29. The value of

$$\left(\frac{5}{13} \times \frac{6}{15}\right) \div \left(\frac{9}{12} \times \frac{4}{3}\right) - \left(\frac{3}{11} \times \frac{5}{6}\right)$$

(A) $\frac{42}{286}$ *Handwritten: $\frac{75}{78} \times \frac{27}{48} = \frac{13}{55}$*

(B) $\frac{109}{286}$ *Handwritten: $\frac{75}{48} \times \frac{600}{3600} = \frac{13}{2166}$*

(C) $\frac{-21}{286}$ *Handwritten: $\frac{300}{3600} \times \frac{7}{177} = \frac{13}{2166}$*

(D) $\frac{21}{286}$ *Handwritten: $\frac{546}{156} = \frac{13}{2106}$*

30. Find two numbers so that their mean proportional is 14 and third proportional is 112.

(A) 17 and 8

(B) 7 and 12

(C) 7 and 18

(D) 7 and 28

31. A mixture contains milk and water in the ratio 5:3. If 4 litres of this mixture is replaced (from 20 litres) by 4 litres of milk then the ratio of milk to water in new mixture will be:

(A) 7:3 *Handwritten: milk = 5 + 4 = 9, water = 3*

(B) 8:3

(C) 9:7 *Handwritten: $\frac{19}{25} = \frac{19}{25}$, $\frac{20}{25} = \frac{20}{25}$, $\frac{20}{25} - \frac{4}{25} = \frac{16}{25}$, $\frac{16}{25} + \frac{4}{25} = \frac{20}{25}$, $\frac{20}{25} = \frac{4}{5}$*

(D) 4:6

32. Find the ratio among the time taken by three buses to travel the same distances if the ratios of their speed are 5:4:6

(A) 10:12:15 *Handwritten: 5:4:6*

(B) 15:12:10 *Handwritten: 15 12 10*

(C) 10:15:12 *Handwritten: 10 15 12*

(D) 12:15:10 *Handwritten: 15:12:10, 3:3:3*

33. Jennifer mixes 600 ml of orange juice with 2L of apple juice to make a fruit drink. Find the ratio of orange juice to apple juice in its simplest form.

(A) 1:3 *Handwritten: orange = 600 ml*

(B) 300:1 *Handwritten: apple juice = 2000 ml*

(C) 3:10 *Handwritten: = 2600 ml*

(D) 3:2 *Handwritten: 2000:600 = 10:3*

34. If $4x + 3y : 6x + 5y = \frac{11}{17}$ then find $x : y$

(A) 3:1 *Handwritten: $4x + 3y : 6x + 5y = \frac{11}{17}$*

(B) 2:1 *Handwritten: $4x + 3y = 11$*

(C) 1:2 *Handwritten: $15x + 11y = 11$*

(D) 5:2 *Handwritten: $3x + 3y = 11$*

35. The ratio of the volumes of three buckets is 3 : 4 : 5. Buckets contain the mixture of water and alcohol. If the mixture contains water and alcohol in the ratio 1:4, 1:3 and 2:5 respectively then find the ratio of water and alcohol when the mixture in all containers are poured in fourth container.

- (A) 35 : 57
(B) 53 : 157
(C) 157 : 53
(D) 35 : 157

36. The marked price of a shirt is Rs 940 and the shopkeeper allows a discount of 15% on it. Find the selling price of the shirt.

- (A) Rs. 895
(B) Rs. 656
(C) Rs. 785
(D) Rs. 799

37. The price of a refrigerator is reduced from Rs. 9600 to Rs. 8,448 in the winter season. Find the percentage of discount

- (A) 9%
(B) 1%
(C) 11%
(D) 12%

38. Calculate the simple interest on a sum of \$1200 at the rate of 5% per annum for two years.

- (A) \$120
(B) \$60
(C) \$180
(D) \$90

39. Find the compound interest on a sum of \$1500 for two years at the rate of 5% per annum compounded annually.

- (A) \$163.75
(B) \$155.75
(C) \$153.75
(D) \$151.75

40. Find the compound interest on Rs. 33,280 for 3 years, if the rate of interest

is $12\frac{1}{2}\%$ pa.

- (A) Rs. 14,105
(B) Rs. 14,102
(C) Rs. 15,207
(D) Rs. 16,209

41. A sum of Rs 1,300 is lend into two parts so that interest on the 1st part for 3 years at 5% may be equal to the interest at the second part for 4 years at 6%. The 1st sum is

- (A) Rs. 600
(B) Rs. 800
(C) Rs. 500
(D) Rs. 400

42. I mark up the computers I am selling by 20% and sell them at a discount of 15%. What is my net gain percent?

- (A) 5%
(B) 2%
(C) 12%
(D) 8%

43. A trader marks his goods 40% above the cost price and gives a discount of 20% on the marked price. Find his gain percent.

- (A) 8%
 (B) 5%
 (C) 22%
 (D) 12%

$$\begin{array}{l} 100 \\ 140 \text{ + mark} \\ \quad 20 \\ \hline 112 \\ 140 \times \frac{112}{100} = 156.8 \\ \frac{156.8}{100} = 1.568 \\ \frac{156.8}{100} = 1.568 \end{array}$$

44. After allowing a discount of 12% on the market price of an article it is sold for Rs. 880. Find its marked price.

- (A) 700/-
 (B) 1200/-
 (C) 1000/-
 (D) 600/-

$$\begin{array}{r} 880 \\ 880 \times \frac{100}{88} \\ \hline 1000 \end{array}$$

45. 200 Kg of sugar was purchased at the rate of Rs 15 per kg and sold at a profit of 5%. Compute the profit and the selling price per Kg.

- (A) Rs. 15.75
 (B) Rs. 25.75
 (C) Rs. 12.75
 (D) Rs. 14.75

$$\begin{array}{l} 200 \times 15 = 3000 \\ 3000 \times \frac{105}{100} = 3150 \\ 3150 - 3000 = 150 \\ 150 / 200 = 0.75 \\ 15 + 0.75 = 15.75 \end{array}$$

46. The population of a town is 176400. If it increases at the rate of 5% per annum then what was its population 2 years ago?

- (A) 166400
 (B) 16440
 (C) 16000
 (D) 160000

$$\begin{array}{r} 176400 \times \frac{105}{100} \\ \hline 185220 \\ 185220 \times \frac{105}{100} \\ \hline 195481 \end{array}$$

$$\begin{array}{r} 176400 \\ + 17640 \\ \hline 194040 \end{array}$$

47. Due to reduction of $6\frac{1}{4}\%$ in the price of sugar, a man is able to buy 1kg more sugar for Rs 120. The reduced rate of sugar is

- (A) Rs. 7.5 per kg
 (B) Rs. 6.5 per kg
 (C) Rs. 7 per kg
 (D) Rs. 6 per kg

$$6\frac{1}{4}\% = \frac{25}{4}\%$$

48. In a certain year the population of London is 200000. If it increases at the rate of 6.5% per annum then what will be its population after 2 years?

- (A) 228645
 (B) 226845
 (C) 228655
 (D) 228635

$$\begin{array}{r} 200000 \\ + 6.5 \\ + 6.5 \\ \hline 2065 \end{array}$$

49. In a class of 38 girls, 3 are absent, 20% of the remainder have failed to do their home work. Find the number of girls who did their home work.

- (A) 25
 (B) 28
 (C) 7
 (D) 30

$$\begin{array}{l} 38 - 3 = 35 \\ 35 \times \frac{20}{100} = 7 \\ 35 - 7 = 28 \end{array}$$

$$\frac{21}{84}$$

50. The population of a village is 4500.

$\left(\frac{11}{18}\right)^{\text{th}}$ of them are males and the rest are females. If 40% of the females are married, then the number of unmarried females is

- (A) 1150
 (B) 1050
 (C) 905
 (D) 509

$$\begin{array}{r} 4500 \times \frac{11}{18} = 2750 \\ 4500 - 2750 = 1750 \\ 1750 \times \frac{40}{100} = 700 \\ 1750 - 700 = 1050 \end{array}$$

$$\begin{array}{r} 1750 \\ - 700 \\ \hline 1050 \end{array}$$

BASIC COMPUTER SKILLS

51. _____ is an alternate to datasheet view for design of table in MS Access.
- (A) Datasheet View
(B) Design View
(C) Report View
(D) Form View
52. An ordinary form for data entry in MS Access tables may be created using _____ menu.
- (A) Create>Form
(B) Create>Split Form
(C) Create>Multiple Items
(D) Create>Blank Form
53. In MS Access, a form with data records at one half and entry format at the other half may be created using _____ menu.
- (A) Create>Form
(B) Create>Split Form
(C) Create>Multiple Items
(D) Create>Blank Form
54. In MS Access, multiple rows of data may be created using _____ menu.
- (A) Create>Form
(B) Create>Split Form
(C) Create>Multiple Items
(D) Create>Blank Form
55. In MS Access, blank form may be created using _____ menu.
- (A) Create>Form
(B) Create>Split Form
(C) Create>Multiple Items
(D) Create>Blank Form
56. In MS Access, form may be created through a wizard using _____ menu.
- (A) Create>More Forms>Form Wizard
(B) Create>Split Form
(C) Create>Multiple Items
(D) Create>Blank Form

57. In MS Access, data sheet may be created using _____ menu.

- (A) Create>More Forms>Form Wizard
- (B) Create>More Forms>Data Sheet
- (C) Create>More Forms>Modal Dialog
- (D) Create>Blank Form

58. In MS Access, form dialog may be created using _____ menu.

- (A) Create>More Forms>Form Wizard
- (B) Create>More Forms>Data Sheet
- (C) Create>More Forms>Modal Dialog
- (D) Create>Blank Form

59. In MS Access, form may be manually designed through available components (like textfield, datapicker, combo-box, etc.) using _____ menu.

- (A) Create>More Forms>Form Wizard
- (B) Create>More Forms>Data Sheet
- (C) Create>More Forms>Modal Dialog
- (D) Create>Form Design

60. In MS Access, default report may be created using _____ menu.

- (A) Create>Report
- (B) Create>Blank Report
- (C) Create>Report Wizard
- (D) Create>Report Design

61. In MS Access, blank report may be created using _____ menu.

- (A) Create>Report
- (B) Create>Blank Report
- (C) Create>Report Wizard
- (D) Create>Report Design

62. In MS Access, report may be created through wizard using _____ menu.

- (A) Create>Report
- (B) Create>Blank Report
- (C) Create>Report Wizard
- (D) Create>Report Design

63. In which tab wrap text feature is present in MS Excel 2007?

- (A) Formulas
- (B) View
- (C) Insert
- (D) Home

64. Which of the following Identifies a cell in Excel?

- (A) Address
- (B) Formula
- (C) Name
- (D) Label

65. Which term is used to join the selected cells in to one cell?

- (A) Filter
- (B) Wrap
- (C) Pivot
- (D) Merge

66. Which of the following Excel charts represents only one value for each variable?

- (A) Bar
- (B) Pie
- (C) Line
- (D) Function

67. A formula in Excel always begins with an _____.

- (A) Equal sign
- (B) Colon
- (C) Comma
- (D) Space

68. Which of the following option is provided by Office Button?

- (A) Open
- (B) Save
- (C) Print
- (D) All of the above

69. Where is Office Button located in MS Word?

- (A) Left Upper
- (B) Left Bottom
- (C) Right Upper
- (D) Right Bottom

70. Which of the following option is NOT present in Office Button?

- (A) Prepare
- (B) Send
- (C) Publish
- (D) None of the above

71. In MS PowerPoint presentations, the designs regulate the layout and formatting for the slide. These are commonly known as:

- (A) Blueprints
- (B) Placeholders
- (C) Templates
- (D) Design Plates

72. The Handout Master consists of placeholders for all of these except the:
- (A) title
 - (B) slide number
 - (C) header
 - (D) footer
73. Which of these PowerPoint features would allow any user to create a given simple presentation quicker?
- (A) Animations
 - (B) Chart Wizard
 - (C) Transition Wizard
 - (D) AutoContent Wizard
74. The File that consists of readymade styles that we can easily use for our presentation is known as:
- (A) Pre formatting
 - (B) Template
 - (C) Wizard
 - (D) Auto Style
75. What is the max Zoom percentage in MS PowerPoint?
- (A) 400%
 - (B) 300%
 - (C) 200%
 - (D) 100%
76. A PowerPoint design template is stored in any file with _____ extensions.
- (A) .pot
 - (B) .ptt
 - (C) .dtp
 - (D) .ppt
77. Which of these options in PowerPoint would allow us to carry any set of slides from a given computer to another one?
- (A) Web and Go
 - (B) Pack and Go
 - (C) Save and Go
 - (D) SaveAs
78. Which of these is a type of sound file?
- (A) DAT files
 - (B) LOG files
 - (C) DRV files
 - (D) WAV files

79. In the current presentation, if we want to insert a new slide, we can choose which of these?

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

80. Which of these terms do we use when an image in a clip art changes the direction that it was originally facing?

- (A) Mirror
- (B) Rotate
- (C) Flip
- (D) Group

81. Which of these refers to the PowerPoint view used for displaying only the text (title and bullets)?

- (A) Slide sorter show
- (B) Slide view
- (C) Outline view
- (D) Notes page view

82. Which toolbar provides various options in different master views?

- (A) Standard toolbar
- (B) Formatting toolbar
- (C) Drawing toolbar
- (D) Common tasks toolbar

83. We can find any and every command on the :

- (A) Menu bar
- (B) Standard toolbar
- (C) Formatting toolbar
- (D) Drawing toolbar

84. Which of these features should one use when we want to type in the text box for notes?

- (A) Insert
- (B) Slide shows
- (C) Zoom
- (D) Slide master

85. Which of these is the page setup orientation by default of the slides in PowerPoint?

- (A) Landscape
- (B) Portrait
- (C) Vertical
- (D) None of the above

86. From which of these menus can we access a Text Box, Picture, Chart etc.?
- (A) View
 - (B) ~~Insert~~
 - (C) Edit
 - (D) File
87. Which of these font effects is NOT available in the PowerPoint Font dialogue box?
- (A) Shadow
 - (B) Underline
 - (C) Strikethrough
 - (D) Emboss
88. Which of these sections does a slide layout NOT have?
- (A) Lists
 - (B) ~~Animations~~
 - (C) Titles
 - (D) Charts
89. What do we use if we want to add texts in a given slide?
- (A) Comment Box
 - (B) Text Layer
 - (C) Note Box
 - (D) Text
90. Which of the following is not an operating system?
- (A) Windows
 - (B) Linux
 - (C) ~~Oracle~~
 - (D) DOS
91. When were MS windows operating systems proposed?
- (A) 1994
 - (B) 1990
 - (C) 1992
 - (D) ~~1985~~
92. Which of the following is the extension of Notepad?
- (A) ~~.txt~~
 - (B) .xls
 - (C) .ppt
 - (D) .bmp

93. What else is a command interpreter called?

- (A) prompt
- (B) kernel
- (C) shell
- (D) command

94. What is the full name of FAT?

- (A) File attribute table
- (B) File allocation table
- (C) Font attribute table
- (D) Format allocation table

95. BIOS is used?

- (A) By operating system
- (B) By compiler
- (C) By interpreter
- (D) By application software

96. When you delete a file in your computer, where does it go?

- (A) Recycle bin
- (B) Hard disk
- (C) Taskbar
- (D) None of these

97. What is the full name of the DSM?

- (A) Direct System Module
- (B) Direct System Memory
- (C) Demoralized System Memory
- (D) Distributed Shared Memory

98. What is the fence register used for?

- (A) To disk protection
- (B) To CPU protection
- (C) To memory protection
- (D) None of these

99. Microsoft Access provides visual environment for design of _____.

- (A) tables
- (B) reports
- (C) forms
- (D) all of them

100. By default, new table is displayed in _____ view.

- (A) Datasheet View
- (B) Design View
- (C) Report View
- (D) Form View

44500
4450

7978809533

SPACE FOR ROUGH WORK

OP- 100
MR- 140
SOL- 112

112 x 100
112 x 100
112 x 100

Jay Shree Ram

3990
3990
458
3990
458

33286 x 126
100

12976

900 kg sugar
15 profit
5% profit

100% = 3000
105% = 3000 x 105
1000 / 3000 x 105 = 3450
15 | 3450 | 230
2000 / 3000 x 105 = 2100
15 | 2100 | 140

33286 / 30 = 1109.53
33
30
27
25
39930
3990 x 126 = 502740
5 | 3991

1900
1000
3000

105% = 3000
1000 / 105 x 100 = 952.38
21 / 3000 / 14.3 = 146.15

166400 x 5 / 100 = 8320
1664 x 5 = 8320

46000
46464 x 100 / 100 = 46464



18 x 36 = 648
15 x 36 = 540
195 x 36 = 7020
9 x 36 = 324
195 x 36 = 7020

165000 x 5 / 100 = 8250
150 x 25 = 3750
150 x 25 = 3750

3990 x 6 = 23940
22940
21
23
44
40
306361
6389

176400
8820
67530 x 8 = 540240
100
20

159210
15 x 33 = 495
15 x 33 = 495

46000 x 5 / 100 = 2300
44500
920
13000
44500
920
420

167580 / 3379
160
75
88-3/4
153
140
180