

Lahore University of Management Sciences (LUMS)

# **LUMS Written Exam for EOBI Recruitment 2024**

Employees' Old-Age Benefits Institution Ministry of Overseas Pakistanis and Human Resource Development Government of Pakistan, Islamabad

# Sample Question Paper:

**Deputy Director (Grade-8), IT Cadre (Equivalent to BPS-18)** 

Exam Code: 04

Name:	<b>Registration Number:</b>	
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**Caution:** The questions in this sample paper serve as an example. The difficulty level of questions in the actual exam may differ significantly.

#### **Guidelines for Candidates**

- Do not open this exam until you are instructed to do so.
- You will have a maximum of 90 minutes to complete the exam.
- All answers must be provided on the Optical Mark Recognition (OMR) or bubble sheet that accompanies the question paper.
- Use a black or blue ballpoint pen to mark your answers on the answer sheet.
- This exam is divided into four sections. The section names and their corresponding marks scheme is listed below:
  - ❖ Systems and Infrastructure Management (40%): The test is designed to be completed in 36 minutes; however, you are free to use more or less time as you see fit.
  - ❖ Communication Skills (20%): The suggested time for this test is 18 minutes, but you may adjust this time based on your needs.
  - ❖ Analytical Skills & Data Response (20%): This test is planned for 18 minutes of completion time, but you are welcome to adjust the time as you need.
  - ❖ IT Skills (20%): The intended duration for this test is 18 minutes, but you may extend or shorten this time according to your preference.
- Return both your question paper and answer sheet.
- A calculator may be required for this exam.

# **Section 1: Systems and Infrastructure Management**

# Please answer the multiple-choice questions below.

1	Attributes of a good software	annlication are	
Τ.	Attributes of a good software	application are	•

- a. Requirements and design
- b. Maintainability and functionality
- c. Modularity and accessibility
- d. Verification and validation
- 2. Which of the following processes is about allocating anticipated effort to specific software developing activities and distributing it across the project's intended length?
  - a. Project scheduling
  - b. Project planning
  - c. Project estimating
  - d. Project management
- 3. Refer to the following paragraph:

"The online ordering system of the Food Panda company allows a customer to order a food item for home delivery. To place an order, a customer searches to find food items to order, and adds them to a shopping cart. When all items have been chosen, the customer provides a delivery address. If not paying with cash, the shopper also provides credit card information. The system has also an option to register with Food Panda. Each of the above activities namely, placing order, identifying customer, and pay by credit card shall not take more than 10 seconds to complete once the customer presses the next or submit button."

Which of the following will meet the required non-functional requirements?

- a. placing order and identifying customer in 25 seconds
- b. identifying customer and pay by credit card in 18 seconds
- c. placing order within 10 seconds
- d. identifying customer in more than 10 seconds
- 4. Which of the following options is correct for the prototyping model of software development?
  - a. For projects with large development teams.
  - b. When requirements are well defined.
  - c. When a customer cannot define requirements clearly.
  - d. When budget is restricted.
- 5. Which of the following is not a protocol for communicating within a network?
  - a. TCP/IP
  - b. HTTP
  - c. SMTP
  - d. HTML
- 6. Data link layer is vulnerable to different types of attacks. Which of the following is not a vulnerability of the data-link layer?
  - a. MAC Address Spoofing
  - b. Overloading of transport-layer mechanisms
  - c. Switches may be forced for flooding traffic to all VLAN ports
  - d. VLAN circumvention

- 7. What is the purpose of an Entity-Relationship (ER) diagram?
  - a. To document the syntax of SQL
  - b. To model physical database storage
  - c. To illustrate database relationships
  - d. To monitor database performance
- 8. A database is required to have some properties of transactions called ACID properties. Which of the following is not an ACID property?
  - a. Authenticity
  - b. Consistency
  - c. Isolation
  - d. Durability
- 9. Government has announced a 10% raise in salary. You have a "Salary" field in your "Employees" table in the database that needs to be updated to incorporate this change. Which of the following SQL statements will correctly make this change?
  - a. ALTER TABLE Employees MODIFY Salary = Salary \* 1.1
  - b. CHANGE Employees SET Salary = Salary + (Salary \* 0.1)
  - c. UPDATE Employees INCREASE Salary BY 10%
  - d. UPDATE Employees SET Salary = Salary \* 1.1
- 10. Which of the following is the preferred way to recover a database after a transaction in progress terminates abnormally?
  - a. Rollback
  - b. Roll forward
  - c. Switch to duplicate database
  - d. Reprocess transactions
- 11. You are tasked with securing the EOBI online pension system to protect sensitive pensioner data. Which network security protocol would be most appropriate to ensure secure communication over the internet, and why?
  - a. SSH Because it provides secure access to a remote computer and encrypts communication between the client and the server.
  - b. FTP Because it allows fast transfer of files without encryption, ensuring quick data access for users.
  - c. TLS/SSL Because it encrypts data transmitted over the internet, protecting sensitive information from eavesdropping and unauthorized access.
  - d. IPsec Because it encrypts and authenticates each IP packet of a communication session, ensuring secure data transmission over the internet.
- 12. The EOBI online pension system has experienced multiple unauthorized access attempts. What network security tool or method would you implement to monitor and prevent such activities?
  - a. Network Address Translation (NAT)
  - b. Intrusion Detection System (IDS)
  - c. Domain Name System (DNS)
  - d. Dynamic Host Configuration Protocol (DHCP)

- 13. ITIL (Information Technology Infrastructure Library) is an IT service management framework that outlines best practices for delivering IT services. It has seven guiding principles. Two of these are:
  - a. Focus on value; Start where you are.
  - b. Optimize; Automate
  - c. Progress iteratively with feedback; Collaborate without promoting visibility.
  - d. Think and work holistically; Keep it practical but complex.
- 14. Which ITIL process is responsible for restoring normal service operation as quickly as possible?
  - a. Problem Management
  - b. Change Management
  - c. Incident Management
  - d. Service Level Management
- 15. You are working on a collaborative project using GitHub. During a pull request, you encounter merge conflicts that prevent the merge from proceeding. Which combination of steps should you take to resolve these conflicts and successfully merge the changes?
  - a. Abort the merge process, notify the team, and request that all team members re-clone the repository
  - b. Delete the conflicting branch, create a new branch with your changes, and open a new pull request
  - c. Force push your local changes to the remote repository, overwriting the existing history, and then merge
  - d. Identify the conflicting files, manually edit the files to resolve conflicts, commit the resolved changes, and complete the merge
- 16. Git has a concept of branch. What of the following is the default branch?
  - a. master
  - b. trunk
  - c. main
  - d. branch
- 17. When you are adding to your code to a GitHub repository which of the following order of action will you use?
  - a. Push then commit
  - b. Commit then push
  - c. Pull then commit
  - d. Pull then push
- 18. If you wish to clone a GitHub repository with the following URL <a href="https://github.com/eobi">https://github.com/eobi</a> to your local device, what command will you use?
  - a. clone <a href="https://github.com/eobi">https://github.com/eobi</a>
  - b. copy <a href="https://github.com/eobi">https://github.com/eobi</a>
  - c. git clone https://github.com/eobi
  - d. git copy https://github.com/eobi

- 19. What are the main differences between an API and a Web Service?
  - a. All Web services are APIs but not all APIs are Web services.
  - b. All APIs are Web services but not all Web services are APIs.
  - c. Web services contain all the specifications and can perform all the tasks that APIs would not perform.
  - d. An API always needs a network to operate while a Web service does not need a network for operation.
- 20. What are some architectural styles for creating a Web API?
  - a. GitHub
  - b. HTTP, XML, JSON
  - c. PHP, JavaScript
  - d. Stateful communication
- 21. Issues associated with moving workloads from the enterprise to the cloud include all the following except \_\_\_\_\_\_.
  - a. Building a cloud strategy. Is a challenge, and moving existing apps to the cloud is stressful.
  - b. Greater network bandwidth is needed to support the increase in network traffic.
  - c. There is the risk of disrupting operations or customers in the process.
  - d. Managing software and their licenses involves deploying, provisioning, and updating them.
- 22. Which SQL clause is used to filter records in a SELECT statement to return only those rows that meet a specific condition?
  - a. ORDER BY
  - b. WHERE
  - c. GROUP BY
  - d. HAVING
- 23. In a NoSQL database, which of the following is a characteristic that distinguishes it from traditional SQL databases?
  - a. Schema-less data model
  - b. Use of SQL for querying
  - c. Fixed schema structure
  - d. ACID transactions by default
- 24. You are responsible for deploying a new version of an organization's critical application on the application server. Which of the following steps is crucial to ensure a smooth deployment and minimize downtime?
  - a. Directly deploying to the production server without any environment checks
  - b. Ignoring user feedback during deployment
  - c. Performing a backup of the current application and database before deployment
  - d. Skipping testing since it's a minor update
- 25. Which tool or platform is commonly used for automating the deployment, scaling, and operations of application containers across clusters of hosts?
  - a. Jenkins
  - b. Kubernetes
  - c. Ansible
  - d. Git

- 26. When preparing a financial report that includes data analysis and visualizations, which feature of Excel would be most useful to summarize data quickly and effectively?
  - a. Writing macros in VBA
  - b. Using conditional formatting
  - c. Creating PivotTables and Pivot Charts
  - d. Applying basic formulas like SUM and AVERAGE
- 27. You need to ensure data redundancy and improved performance in your company's storage system. Which technology would you implement to achieve this?
  - a. RAID (Redundant Array of Independent Disks)
  - b. NAT (Network Address Translation)
  - c. DNS (Domain Name System)
  - d. DHCP (Dynamic Host Configuration Protocol)
- 28. What is a crucial method for transforming natural language text into a machine-readable format used in training Large Language Models (LLMs)?
  - a. Stemming
  - b. Lemmatization
  - c. Vectorization
  - d. Parsing
- 29. Which characteristic allows Large Language Models like GPT-4 to generate coherent and contextually relevant text over long passages?
  - a. Attention mechanisms
  - b. Basic keyword matching
  - c. Syntax trees
  - d. Rule-based algorithms
- 30. For EOBI, security issues are of special concern and the management wants to take extra steps to ensure that its transmissions are not compromised. Which of the following networks will provide them with extra security by encrypting the signals?
  - a. Intranet
  - b. Extranet
  - c. Virtual Private Network
  - d. Wide Area Network

## Section 2: Communication Skills

Please read the following passage and answer the multiple-choice questions that follow.

Wasim Akram was the master swing bowler of the modern era. With Waqar Younis he formed one of the most lethal fast-bowling partnerships in the history of the game. When Wasim and Waqar were in their pomp during the mid-1990s they were a formidable force, decimating batting line-ups, and making Pakistan one of the world's best teams.

Wasim provided a finesse in his bowling that was rare in fast bowlers. Waqar, the perfect foil, pounded into bowl fast and furiously. He also had great skill, but Wasim was the magician when it came to deception.

I only played against Wasim on a handful of occasions at the tail-end of his career. The first time was in the Champions Trophy in Kenya. He bowled just one delivery at me - a fast, skiddy bouncer that I ducked under. The next time was in Sharjah, where he uprooted my stumps with a vicious, swinging yorker with the new ball. The only time I prospered was in an innings in Morocco, back in 2002. During those brief encounters I discovered first-hand just why the world's great batsmen, the Tendulkars, Laras, de Silvas and Jayasuriyas, spoke of Wasim with such awe and respect.

Wasim was probably the most skillful and deceptive fast bowler I have watched. Nothing was ever the same twice in a row. He tested every single part of your game as a batsman, probing away for chinks in your technique.

He would seem to be rushing towards you at the end of his run-up. He had great balance and a quick arm action, coupled with very strong shoulders, and had the ability to bowl deliveries that could be anywhere between 120 and 145kph with no discernible change in his action. This rapid change in pace from one delivery to the next was lethal.

Long before I seriously thought about a future career in cricket, I remember watching two of the most unforgettable deliveries ever, in the final of the 1992 World Cup. England were chasing 249 for victory and going well on 141 for 4 when Wasim came back for a mid-innings spell.

The first ball was the one round the wicket to Allan Lamb, England's match-winner during that period. The ball seemed to swing into the batsman, only to nip away at the last minute and take his off stump. It was a wicked, unplayable delivery. The next was perhaps even better, swinging about two feet to bowl Chris Lewis' first ball. Lewis looked dumbfounded.

These deliveries were produced in the middle of the innings with the old ball. It was this unmatched ability to reverse-swing the ball that was Wasim's hallmark. It was an ability that was dogged by controversy, with many accusations around the world that reverse swing was the product of ball-tampering. I think these controversies took the focus away from what was a supreme skill.

- 31. Who did Wasim Akram form a lethal fast-bowling partnership with?
  - a. Imran Khan
  - b. Waqar Younis
  - c. Shoaib Akhtar
  - d. Shahid Afridi
- 32. In which period were Wasim and Wagar considered to be at their peak?
  - a. Early 1980s
  - b. Mid-1980s
  - c. Mid-1990s
  - d. Early 2000s

- 33. Which delivery did Wasim Akram use to dismiss the author of this passage in Sharjah?
  - a. A fast, skiddy bouncer
  - b. A slower ball
  - c. A vicious, swinging yorker
  - d. A length ball
- 34. What unique ability did Wasim Akram demonstrate with the old ball?
  - a. Bowling bouncers
  - b. Bowling reverse swing
  - c. Bowling slower deliveries
  - d. Bowling spin
- 35. Which World Cup final did Wasim Akram deliver two unforgettable deliveries in?
  - a. 1983
  - b. 1987
  - c. 1992
  - d. 1996
- 36. Who was bowled by Wasim Akram's delivery that swung two feet in the 1992 World Cup final?
  - a. Allan Lamb
  - b. Chris Lewis
  - c. Graham Gooch
  - d. Mike Gatting

#### Please complete the multiple-choice questions below.

- 37. To give a great presentation, the speaker must have
  - a. A bit of apprehension.
  - b. Stage fright.
  - c. Good PowerPoint slides.
  - d. Confident body language.
- 38. Keeping your audience's perspective in mind can help
  - a. In tailoring your message.
  - b. In writing a short speech.
  - c. In knowing what questions will be asked.
  - d. In finishing the presentation on time.
- 39. "Respect" is an important component of communication skills because
  - a. You have earned it by being in a good position.
  - b. Others will be more open if you convey it for them and their ideas.
  - c. You deserve it if people want to benefit from your knowledge.
  - d. Everyone wants it.
- 40. Which one of the following actions would you consider to be a good example of non-verbal behavior while giving a formal speech?
  - a. Speaking loudly.
  - b. Making occasional eye-contact with some members of the audience.
  - c. Putting both your hands on the dais to show your confidence.
  - d. Point to some members of the audience in the last row.

- 41. What is the most effective way to give verbal feedback after someone has made a poor presentation?
  - a. Tell the person that his/her presentation was terrible.
  - b. Tell the person that she/he made a wonderful presentation.
  - c. Mention something good about the presentation and suggest ways in which it can be improved.
  - d. Tell them that you will work with them every day till they perfect the art of presentations.
- 42. The first and most important reason for communicating is to
  - a. Enforce one's ideas on others.
  - b. Intimidate the audience with one's brilliance.
  - c. Test the new vocabulary at one's disposal.
  - d. Build relationships with other people.

Ple	ase	<u>complete</u>	the fill-in-the	-blanks questions below.		
43.	То			the Egyptian armed forces, General Sisi pronounce 'the roadmap' uture was not a moment forby true democrats, although		
	for			rwards celebratory fireworks were being set off in and around Tahrir		
	Squ	uare doing	g just that.			
	a.	underm	ining	happiness		
	b.	laying		sadness		
		plannin		rejection		
	d.	<u>charting</u>	g	<mark>rejoicing</mark>		
44.				to the streets in low-income suburbs of Sao Paulo to demand		
	bet —	ter educ	-	ort and health services, one day after President Dilma Rousseff of actions to reform the country's political system.		
	a.	flooded		ordered		
	b.	flocked		disregarded		
	c.	backed		requested		
	d.	<mark>returned</mark>	l	proposed Pro		
45.	For	nearly 28	B years the U.S	government hasan increasinglysecret: A CIA		
	tip	tip to South African intelligence agents led to the arrest that put Black Nationalist leader Nelson				
	Ma	ndela in p	orison for most	of his adult life.		
	a.	unearth	ed	positive		
	b.	<mark>harbore</mark>	e <mark>d</mark>	embarrassing		
	c.	partner	ed	valuable		
	d.	kept		unmentionable		
46.			solar pane	els with an 8-nanometer-thick hydrophobic material keeps rain and		
	con	ndensatio	n from accumi	lating on the panel, which alsoaway the dust and pollen that		
	wo	uld norma	ally accumulat	e and reduce the energy efficiency of the panel.		
	a.	rinsing	cleans	es		
	b.	<b>Coating</b>	washe.	s		
	c.	massagir	ng washir	ng		
	d.	covering	spews			

47.	sust	cainability reasons, the	re quick to jump on theenergy bandwagon solely for rising cost of traditionally sourced energy and lower costs of renewable growth in wind and solar systems.
	a.	<mark>renewable</mark>	<mark>spurred</mark>
	b.	profitable	underachieved
	c.	solar	reduced
	d.	new	blasted
48.	doll		eightagreements, paving the way for inflow of multi-billion- in Pakistan and furtherthe mutually cherished bilateral
	a.	<b>cooperation</b>	strengthening
	b.	financial	controlling
	c.	barter	strengthen
	d.	strategically	weakening

## <u>Please choose the best version from the various options of the underlined portion of the sentence.</u>

- 49. She is the only one of the <u>applicants who have</u> the necessary qualifications.
  - a. applicants who have the necessary qualifications.
  - b. applicants who has the necessary qualifications.
  - c. applicants who having the necessary qualifications.
  - d. applicants which have the necessary qualifications.
- 50. Neither the teacher nor the students was aware of the changes in the schedule.
  - a. was aware of the changes in the schedule.
  - b. were aware of the changes in the schedule.
  - c. is aware of the changes in the schedule.
  - d. has been aware of the changes in the schedule.
- 51. The project was completed by he and his team.
  - a. by he and his team.
  - b. by him and his team.
  - c. by him and team.
  - d. by him and his teams.
- 52. The professor, along with his students, are attending the conference.
  - a. are attending the conference.
  - b. is attending the conference.
  - c. were attending the conference.
  - d. be attending the conference.
- 53. Each of the players have to give their best performance.
  - a. have to give their best performance.
  - b. have to give his or her best performance.
  - c. has to give their best performance.
  - d. has to give his or her best performance.

# Section 3: Analytical Skills & Data Response

<u>Instructions:</u> Review the population data by age groups in Pakistan in Table 3.1 and answer the multiple-choice questions that follow. Select only one answer by circling the correct option. According to Table 3.1, Pakistan's population is projected to increase from 210.13 million in 2020 to 242.05 million by 2030.

Table 3.1. Population by Age Groups, Pakistan

(Million, Numbers)

8.26 6.57 5.13 9.39 <b>210.13</b>	9.95 7.93 6.14 11.39 <b>227.35</b>	11.84 9.60 7.45 13.93 <b>242.05</b>
6.57	7.93	9.60
8.26	9.95	11.84
10.20	12.01	14.31
12.27	14.49	16.81
14.62	16.94	19.53
17.04	19.62	19.91
19.71	19.98	19.89
20.05	19.95	21.14
20.01	21.19	22.24
21.24	22.28	22.88
22.35	22.95	22.18
23.28	22.44	20.35
2020	2025	2030
_	23.28 22.35 21.24 20.01 20.05 19.71 17.04 14.62 12.27	23.28       22.44         22.35       22.95         21.24       22.28         20.01       21.19         20.05       19.95         19.71       19.98         17.04       19.62         14.62       16.94         12.27       14.49

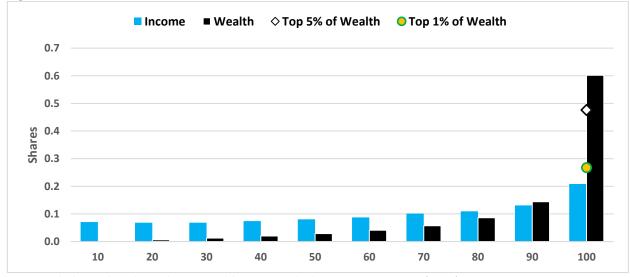
Source: GoP (2015). Pakistan Economic Survey, 2014-15, Economic Adviser's Wing, Ministry of Finance, Islamabad

- 54. **(Logical Reasoning):** Which age group shows the highest percentage increase in population from 2020 to 2030?
  - a. 00-04
  - b. 15-19
  - c. 65+
  - d. 40-44
- 55. (Logical Reasoning): Which age group has the smallest population in 2030?
  - a. 00-04
  - b. 55-59
  - c. 60-64
  - d. 65+
- 56. **(Critical Thinking):** Considering the age group 30-34 years, which statement is accurate based on the population data from 2020 to 2030?
  - a. The population remains constant.
  - b. The population decreases steadily.
  - c. The population increases, then decreases.
  - d. The population increases steadily.

- 57. **(Critical Thinking):** Analyze the population data for the age group 45-49 years from 2020 to 2030. What can be inferred about this age group?
  - a. The population decreases then increases.
  - b. The population increases steadily.
  - c. The population remains unchanged.
  - d. The population decreases steadily.
- 58. **(Problem Solving):** If the population of the age group 20-24 years decreases from 2020 to 2025 but increases again by 2030, what is the net change in population for this age group from 2020 to 2030?
  - a. -0.10 million
  - b. 0.09 million
  - c. 1.09 million
  - d. 2.09 million
- 59. By how much is the population of children under 15 years of age projected to decrease between 2025 and 2030?
  - a. 1.46 million
  - b. 2.26 million
  - c. 1.98 million
  - d. 0.96 million
- 60. What is the projected percentage of young people (aged 15-24) in Pakistan in 2030?
  - a. 15.94%
  - b. 16.32%
  - c. 17.92%
  - d. 18.50%

<u>Instructions:</u> Figure 3.1 presents the distribution of income and wealth in Pakistan by deciles, revealing that the distribution of wealth is relatively more unequal than the distribution of income. Answer the following questions:

Figure 3.1: Share of households in wealth and income across deciles in Pakistan, 2013-14



Source: Calculations based on Pakistan Social & Living standard Measurement Survey (PSLM) 2013-14

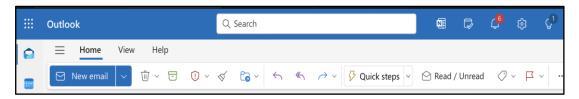
- 61. According to Figure 3.1, what is the share of the top 1 percent of households in total wealth in Pakistan?
  - a. 8%
  - b. 10%
  - c. 15%
  - d. 20%
- 62. What is the share of the top 5 percent of households in total wealth in Pakistan?
  - a. 20%
  - b. 25%
  - c. 30%
  - d. 48%
- 63. What is the share of the top 10 percent of households in total wealth in Pakistan?
  - a. 45%
  - b. 50%
  - c. 55%
  - d. 60%
- 64. How does the income share of the top 10 percent of households compare with the wealth share of the top 10 percent of households in percentage terms?
  - a. Income share is 39% less than wealth share
  - b. Income share is 15% less than wealth share
  - c. Income share is 20% less than wealth share
  - d. Income share is 25% less than wealth share
- 65. Based on the distribution of wealth and income by deciles in Pakistan, which decile shows the greatest disparity between income and wealth shares?
  - a. Bottom 10%
  - b. Middle 50%
  - c. Top 5%
  - d. Top 10%

# Section 4: IT Skills

# <u>Instructions: Please complete the multiple-choice questions below.</u>

- 66. You have gathered data of out-of-school children. You would like to see their region-wide distribution. Which of the following tools will you use?
  - a. Adobe notepad
  - b. Power point
  - c. Spreadsheets
  - d. Word processors
- 67. You are using Microsoft 365 and have prepared a report on EOBI data for employees who are eligible for benefits. Due to the inclusion of graphics and images, the file size has exceeded 50 MB. How can you share this file with your colleagues while staying within the Microsoft environment?
  - a. Store on Google Drive
  - b. Store on Microsoft Databank
  - c. Store the file on iCloud Drive.
  - d. Store the file on OneDrive.
- 68. What is Chat GPT?
  - a. It is a large language model that relies on human operators to provide answers.
  - b. It is a large language model that uses artificial intelligence to generate answers.
  - c. It is a social media platform that uses artificial intelligence to generate answers.
  - d. It is an online chatting application that helps users of an e-commerce company GPT to connect to its customer service center.
- 69. You are using Outlook under MS Office 365 to write an email to your staff officer. You would like to use full signatures for new messages compared to initials for replies or forwarding messages as shown in the figure below. Which menu option or icon will you click to take this action?
  - a. View menu
  - b. Settings icon
  - c. OneNote icon
  - d. Bell icon

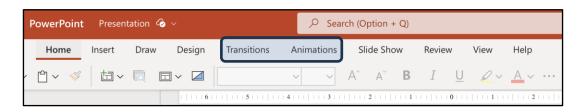




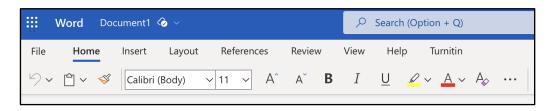
- 70. You are editing the header of a document and are required to exclude the header from the title page of the document. Which one of the following options will you select?
  - a. Close Header and Footer
  - b. Header
  - c. Different First Page
  - d. Header from Top
- 71. You have prepared a survey report that you would like to send to the Secretary as an attachment to your email. Which navigation menu options will you use to attach this document?
  - a. View
  - b. Message
  - c. Insert
  - d. Options



- 72. In some cases, unauthorized people need to be prevented from accessing and editing documents. For a Microsoft document:
  - a. You can "Protect Document" or "Encrypt with Password" option to stop a file from revealing its filename extension.
  - b. You can use "Protect Document" or "Encrypt with Password" option to set different passwords, one to open a document and other to modify a document.
  - c. You can use password to stop a file from being emailed.
  - d. You cannot set passwords for opening and modifying a document.
- 73. The difference between Transitions and Animations is:
  - a. A transition is a special effect that applies to a single element on a slide such as text, a shape, an image, and so on. Whereas an animation is the special effect that occurs when you exit one slide and move on to the next during a presentation.
  - b. An animation is a special effect that applies to a single element on a slide such as text, a shape, an image, and so on. Whereas a transition is the special effect that occurs when you exit one slide and move on to the next during a presentation.
  - c. An animation is a special effect that applies to multiple elements on a slide when you exit a slide and move on to the next during a presentation. Whereas a transition is the special effect that occurs when you click on a single element on a slide.
  - d. An animation is applied to the whole slide, and it is possible for a slide to have multiple transitions effects on it.



- 74. In MS Word, what is meant by the concept of WYSIWYG?
  - a. What You Seek Is What You Get
  - b. What You See Is What You Get
  - c. What You Spend Is What You Give
  - d. What You Seek Is What You Gather
- 75. In MS Word, what does Justify option do?
  - a. It aligns the text to both left and right margin.
  - b. It aligns the text to center.
  - c. It aligns the text to the left margin.
  - d. It aligns the text to the right margin.
- 76. Major difference between X and Instagram is:
  - a. Instagram does not have a feature like X stories.
  - b. Instagram is a short-form news and social media site famous for its strict character limit on all posts, whereas X is a social media platform aimed primarily at sharing media.
  - c. Instagram is a social media platform aimed primarily at sharing media, whereas X is a short-form news and social media site famous for its strict character limit on all posts.
  - d. While Instagram aligns better with content comprised of text, X generally favors visual content such as images and videos.
- 77. In MS Word 365 there is a menu option "Turnitin". What is the purpose of this option?
  - a. Turnitin is a pre-configured application to be used in Microsoft Word 365 Online for turning documents into a presentation.
  - b. Turnitin is a tool that empowers the user to do their work without being detected.
  - c. Turnitin is an Internet-based plagiarism detection service that helps the users in plagiarising their work.
  - d. Turnitin is a plagiarism detection software that scans documents for matched text by comparing them with publications kept in a secret database.



- 78. Given the data in a spreadsheet shown, what formula is used in cell D8 that when copied to cell E8 gives the values as shown.
  - a. = AVERAGE(\$D\$3:\$D\$7)
  - b. = AVERAGE(D3:D7)
  - c. = MEAN(\$D\$3:\$D\$7)
  - d. = MEAN(D3:D7)

79. Which of the following applications are used for Internet browsing?
a. Google chrome
b. Microsoft safari
c. Apple explorer
d. Foxpro DB
80. "Keep Source Formatting", "Match Formatting", and "Keep Text Only" menu command in Microsoft Word?

- are options of which
  - a. Edit
  - b. Format
  - c. Layout
  - d. Paste
- 81. Internet of Things (IoT) is:
  - a. About computerized gadgets that could be accessed on the Internet.
  - b. About household electronic items that could be accessed via the Internet.
  - c. About surveillance cameras that could be accessed via the Internet.
  - d. All of the above.
- 82. Formulas in Excel start with
  - a. %
  - b. =
  - c. +
  - d. -
- 83. Which of the following allows you to automatically move messages you receive into folders based on specified criteria?
  - a. Action
  - b. Exception
  - c. Rule
  - d. Formula
- 84. If mouse is clicked over the 'Sign in" tag, which page is expected to be opened?
  - a. A page asking for username and password
  - b. A page asking the user to register first
  - c. A page asking the user to sign a declaration
  - d. A page informing the user about the signing authority

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- 85. In the context of computers what is 'WiFi'?
  - a. Wireless Functionality
  - b. Weird Functions
  - c. Wireless Fidelity
  - d. Winning Fidelity