

NAT II Physical Science

Sr	Questions	Answers Choice
1	Which of the following is the paragraphs's format	A. Alignment B. Indents C. Tab settings D. All of these
2	How many columns are present in a worksheet of the excel	A. 156 columns B. 256 columns C. 556 columns D. 656 columns
3	In order to cancel the entry that is typed in a cell of Excel, which of the following key is pressed	A. Del B. Insert C. Esc D. Num
4	Which of the following is the first tab in the page setup dialogue box	A. Page B. Margins C. Header or footer D. Sheet
5	How many files you can attach with the outgoing message through email?	A. Only one B. Only two C. Only three D. One or two
6	To unhide rows in Excel, the short cut key used is	A. Ctrl+(B. Ctrl+) C. Ctrl+Shift+(D. Ctrl+Shift+)
7	In order to rename the sheet name, which of the following maximum characters are allowed in the excel	A. 21 characters B. 26 characters C. 30 characters D. 31 characters
8	A record is a collection of	A. Files B. Data items C. Data files D. Information
9	You can set the folder view options according to your settings through which of the following choice	A. Web style B. Classic style C. Custom style D. None of above
10	In Excel, when right click on the chart area, which of the following option is not available on the pop-up menu	A. Chart type B. Refresh C. Source data D. Location
11	Radio Button offers a list of	A. Non-mutually exclusive options B. Mutually exclusive options C. Associative options D. Both A and B
12	When you create a new workbook, in this context Excel is called	A. Document window B. Application window C. Interactive window D. Active window
13	Toolbars when stacked under the menu bar are termed as	A. Floating B. Anchored C. Pre-designed D. Endnote
14	In order to revert to the original settings for the given styles you may have modified, which of the following button is pressed	A. Rule B. Settings C. Reset all D. Ignore all
15	DPI stands for	A. Dots per Sq inch B. Decimal per Sq inch C. Double per Sq inch D. Dual per Sq inch

6	One Megabyte is equivalent to	A. 2 ¹⁰ bytes B. 2 ²⁰ bytes C. 2 ³⁰ bytes D. None of these
7	Spreadsheets are helpful in	A. Calculation B. Accuracy C. Time saving D. All of these
8	If a processor does not have direct and unassisted access to data items, these items are said to be	A. Off line B. Time Shared C. On line D. None of these
9	Which of the following is the operating system?	A. Dos B. Windows C. Unix D. All the above
0	When any rectangular area is filled with data, excel is called as	A. Cell B. Square C. Spot D. Region