

2003 Tennessee TSA State Conference Computer Applications (MS) Written Exam

You will have 45 minutes to complete 35 questions on basic computer literacy. Good luck!

1. The main purpose of _____ software is to calculate numbers in rows and columns.
 - a. Word processing
 - b. Spreadsheet
 - c. Database
 - d. Presentation graphics
2. The mouse controls the movement of a symbol on the screen called a(n) _____.
 - a. icon
 - b. pointer
 - c. kiosk
 - d. chip
3. A _____ is a network that connects computers in a limited geographic area, such as a school computer laboratory, office, or group of buildings.
 - a. local area network (LAN)
 - b. partial area network (PAN)
 - c. wide area network (WAN)
 - d. boundless area network (BAN)
4. The main purpose of _____ software is to create documents, such as memos or letters.
 - a. Word processing
 - b. Spreadsheet
 - c. Database
 - d. Presentation graphics
5. A Web page contains text, graphics, sound, or video and has built-in connections, or _____, to other Web documents.
 - a. ties
 - b. links
 - c. bonds
 - d. unions
6. A _____, which looks like a ballpoint pen but uses pressure instead of ink, often is included with handheld computers for input.
 - a. keyboard
 - b. mouse
 - c. stylus
 - d. scanner
7. On a personal computer, all of the processor's functions typically reside on a single chip, often called a _____.
 - a. megaprocessor
 - b. miniprocessor
 - c. maxiprocessor
 - d. microprocessor

8. All of the following are commonly used output devices *except* _____.
- a keyboard
 - a printer
 - a monitor
 - speakers
9. The main purpose of _____ software is to organize data into useful information in a variety of formats.
- Word processing
 - Spreadsheet
 - Database
 - Desktop publishing
10. The _____ key moves the cursor backward one space, deleting the character that was immediately behind the cursor.
- insert
 - delete
 - enter
 - backspace
11. A/an _____ is a set of instructions that a computer follows to perform a process on input from the computer user.
- file
 - program
 - printer
 - icon
12. The word "modem" comes from the words
- Motion/demolition
 - Modulation/demodulation
 - Modern/demo
 - Modal/demodal
13. Web pages are accessed and viewed using a software program called a Web _____.
- enabler
 - browser
 - server
 - scanner
14. _____ write the instructions that direct a computer to process data into information.
- Programmers
 - Systems analysts
 - Users
 - Digital assistants
15. A _____ consists of a thin, circular, flexible magnetic disk enclosed in a plastic shell.
- CD-ROM
 - floppy disk
 - DVD-ROM
 - hard disk

16. Six common _____ are a floppy disk drive, a Zip[®] drive, a hard disk drive, a CD-ROM drive, a CD-RW drive, and a DVD-ROM drive.
- processing devices
 - communications devices
 - storage devices
 - output devices
17. A computer virus can be:
- A piece of computer code that attaches itself to existing applications.
 - A program that attempts to copy itself to all available storage media including floppy disks, hard disks, and network drives.
 - A set of computer instructions that contain some piece of code to be executed.
 - All of the above.
18. A chat is _____.
- an Internet standard that allows users to upload and download files
 - a real-time typed conversation that takes place on a computer
 - an online area in which users conduct written discussions about a particular subject
 - the transmission of messages and files via a computer network
19. The _____ controls how data or instructions are entered into a computer and how information displays on the screen.
- color library
 - instant messenger
 - data type
 - user interface
20. A(n) _____ contains commands that can be selected.
- pointer
 - menu
 - icon
 - button
21. A _____ is a rectangular area of the screen that displays a program, data, and/or information.
- pointer
 - command
 - window
 - button
22. Clip art is _____.
- a collection of drawings, diagrams, and photographs that can be inserted into documents
 - a document that contains the formatting necessary for a specific document type
 - standard text that appears at the top and bottom of every page
 - a sequence of keystrokes and instructions that are recorded and saved
23. To "cut" involves removing a portion of a document and storing it in a temporary storage location called the _____.
- Clipboard
 - Wizard
 - Suite
 - Desktop

24. A _____ is a request for specific data from a database.
- function
 - query
 - formula
 - sort
25. _____ is the process of carrying out commands.
- Fetching
 - Storing
 - Decoding
 - Executing
26. _____ is the process of writing the result to memory.
- Fetching
 - Storing
 - Decoding
 - Executing
27. A byte is informative because it provides enough different combinations of 0s and 1s to represent _____ individual characters.
- 64
 - 128
 - 256
 - 512
28. Memory stores _____.
- the system software that controls the usage of the computer equipment
 - application programs that carry out a specific task
 - the data being processed by application programs
 - all of the above
29. A _____ is equal to approximately one million bytes.
- dekabyte (abbreviated DB or D)
 - centibyte (abbreviated CB)
 - kilobyte (abbreviated KB or K)
 - megabyte (abbreviated MB)
30. Windows and Linux are examples of _____.
- Operating systems
 - Hardware companies
 - Music downloading services
 - Word processing programs
31. Device drivers are _____.
- pieces of hardware
 - pieces of software
 - cables connecting components of a computer
 - fonts for printers

32. BASIC and C are examples of _____.
- Operating systems
 - Programming languages
 - Programming environments
 - Word processing programs
33. This type of memory does not require electricity to keep its contents.
- REM
 - RAM
 - Volatile memory
 - Flash memory
34. The Internet has its roots in a networking project started by the Pentagon's _____.
- Advanced Research Projects Agency (ARPA)
 - Central Intelligence Agency (CIA)
 - National Aeronautics and Space Administration (NASA)
 - Internal Revenue Service (IRS)
35. _____ is the most common set of special codes that format a file for use as a Web page.
- HTML (hypertext markup language)
 - URL (uniform resource language)
 - COBOL (common business-oriented language)
 - DSL (digital subscriber language)

FOR THE JUDGES
ANSWERS to COMPUTER APPLICATIONS (MS)
2003 STATE CONFERENCE

1. B Spreadsheet
2. B pointer
3. A Local Area Network (LAN)
4. A. Word Processing
5. B. Links
6. C. Stylus
7. D. Microprocessor
8. A. a keyboard
9. c. database
10. d. backspace
11. b. program
12. b modulation/demodulation
13. b. browser
14. a. programmers
15. b. floppy disk
16. a. DVD-ROM
17. d. all of the above
18. b. a real-time typed conversation that takes place on a computer
19. d. user interface
20. b. menu
21. c. window
22. a. a collection of drawings, diagrams, etc that can be inserted into documents
23. a. clipboard
24. b. query
25. d. executing
26. b. storing
27. c. 256
28. d. all of the above
29. d. megabyte
30. a. operating systems
31. b. pieces of software
32. b. programming language
33. d. flash memory
34. a. ARPA
35. a. HTML