

**29/2019**

Maximum : 100 marks

Time : 1 hour and 15 minutes

1. The famous work *Plagues and peoples* written by :  
(A) W.L Thomas (B) Rachel Carson  
(C) William H. Mcneill (D) David Cannadine
2. Who was the first Muslim president of Indian National Congress :  
(A) Badarudheen Tiyabgi (B) Abdul Kalam Azad  
(C) Muhammadali Jinnah (D) Khan Abdul Khafar Khan
3. In India sexual harassment at work place Act was passed in which year :  
(A) 2012 (B) 2014  
(C) 2015 (D) 2013
4. Who was the founder of wiki leaks :  
(A) Gill Abraham Son (B) Jacob J Lew  
(C) Julian Assange (D) Bill Gates
5. What was the original name of Chattambi Swamikal?  
(A) Thanu Pillai (B) Raman Pillai  
(C) Kunjan Pillai (D) Rajappan Pillai
6. Which is the first linguistic state in India?  
(A) Andhra Pradesh (B) Kerala  
(C) Tamilnadu (D) Gujarat
7. The famous work *Gita Govinda* written by :  
(A) Vallabhacharya (B) Kabir  
(C) Mirabai (D) Jayadevan
8. Universal Declaration of Human Right was passed by the UN General Assembly on :  
(A) 13-11-1947 (B) 10-12-1948  
(C) 9-12-1948 (D) 12-12-1946

**A**

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**[P.T.O.]**

9. Which one the star is nearest to earth?  
(A) Sirius (B) Arcturus  
(C) Procyon (D) Proxima Centauri
10. Kerala Panchayat law enacted in which year :  
(A) 1992 (B) 1994  
(C) 1993 (D) 1995
11. Who was the founder of *Ananda Mahasabha*?  
(A) Brahmanada Sivayogi (B) Chattambi Swamikal  
(C) Vagbhadanadha (D) Ayyankali
12. Name the first Chairperson of Kerala State Vanitha Commission :  
(A) M. Leelavathi (B) KC Rosakkutti  
(C) Sugathakumari (D) Kamaladas
13. The work *Jathikummi* written by :  
(A) Kumaranashan (B) Pandit Karuppan  
(C) Vaikunda Swamikal (D) Agamanantha Swamikal
14. *Samatva Samjam* the social organization founded by :  
(A) Vagbhatananda (B) Vaikunda Swamikal  
(C) Brahmananda Sivayogi (D) Chattambi Swamikal
15. How many parliament members representing Jammu and Kashmir?  
(A) Seven (B) Three  
(C) Four (D) Six
16. Who was the leader of *Savarna Jata*?  
(A) K.Kelappan (B) T.K Madhavan  
(C) Dr. Palpu (D) Mannathu Padmanabhan
17. *Devadasi System* was abolished in Travancore by :  
(A) Sethu Lakshmi Bai (B) Gowri Parvati Bai  
(C) Swathi Thirunnaal (D) Sri Chithira Thirunnaal

18. Name the first woman Judge of the High Court of Kerala :
- (A) Leela Joseph (B) Anna Chandi  
(C) Sujatha Manohar (D) Fathima Beevi
19. The Kizharyur Bomb case was in connection with :
- (A) The Civil Disobediences (B) The Non- Corporation Movement  
(C) The Quit India Movement (D) The Khilafath Movement
20. International Yoga Day is observed on :
- (A) June 12 (B) June 15  
(C) June 19 (D) June 21
21. Which high Court has banned online sale of medicines across India?
- (A) Madras (B) Delhi  
(C) Kerala (D) Bombay
22. Which country has won the 2019 Asian Cup Football tournament?
- (A) Japan (B) South Korea  
(C) Qatar (D) Iran
23. The first person in south India to install mirror for worshipping :
- (A) Sree Narayana Guru (B) Ayya Vaikuntar  
(C) Ayyankali (D) Chattambi Swamikal
24. The only foreign country visited by Sree Narayana Guru :
- (A) Nepal (B) Srilanka  
(C) Buttan (D) Singapore
25. Which country hosted the G20 summit 2018?
- (A) Argentina (B) Australia  
(C) Canada (D) Russia
26. The birth anniversary of which freedom fighter is celebrated as National Education Day in India :
- (A) J.B Kripalani (B) Sarvepalli Radhakrishnan  
(C) Jawaharlal Nehru (D) Maulana Abdul Kalam Azad

27. Who was appointed as the first BCCI Ombudsman in 2019?
- (A) Justice Arjan Kumar (B) Justice Arun Kumar Mishra  
(C) Justice D.K Jain (D) Justice N.V Ramana
28. Name the movement started in Travancore as a protest against the constitutional reforms of 1932 :
- (A) Nivarthana Agitation (B) Ezhava Memorial  
(C) Malayali Memorial (D) Temple entry proclamation
29. Who was honored by the Maharaja of Cochin with the title *Kavithilakan*?
- (A) Ayyankali (B) Dr. Palpu  
(C) Agamandha Swamikal (D) Pandit Karuppan
30. Swach Bharath Abhiyyan Scheme was launched in the year :
- (A) 15 August 2014 (B) 2 October 2014  
(C) 15 August 2015 (D) 2 October 2015
31. The space left between the margin and the start of a paragraph is called :
- (A) Alignment (B) Indentation  
(C) Spacing (D) Gutter
32. In which of the following Key is used for moving the cursor by a fixed number of spaces :
- (A) Tab Key (B) Backspace key  
(C) Enter Key (D) Shift key
33. Which of the following is used as Word Processor in Linux Operating System?
- (A) Base (B) Word  
(C) Calc (D) Writer
34. Which of the following short cut key is used to take print preview of a document?
- (A) Ctrl+P (B) Ctrl+F2  
(C) Alt+F2 (D) Ctrl+2
35. Margin that is added to the binding side of page when printing is named as :
- (A) Mirror Margin (B) Normal Margin  
(C) Gutter margin (D) Narrow Margin

36. In MS-Word shortcut SHIFT + DELETE is used to :
- (A) Restore the deleted item from Recycle bin
  - (B) Inserting Pictures
  - (C) Rename the selected item
  - (D) Delete the selected item permanently without placing the item in the Recycle Bin
37. \_\_\_\_\_ gives the information about No. of pages, Present Page Number, Cursor Position in a page.
- (A) Status Bar
  - (B) Vertical Scroll Bar
  - (C) Ribbon
  - (D) Title Bar
38. Background colour or effects applied on a document is not visible in :
- (A) Web layout view
  - (B) Print Layout view
  - (C) Print Preview
  - (D) None of these
39. Change the \_\_\_\_\_ to create a document in wide or tall format.
- (A) Book Mark
  - (B) Page Orientation
  - (C) Page Break
  - (D) Page column
40. \_\_\_\_\_ option is used for inserting decorative text in a document.
- (A) Symbol
  - (B) Clip Art
  - (C) Word Art
  - (D) Change case
41. Outline, Emboss, Subscript, Engrave, Superscript are known as :
- (A) Word art
  - (B) Font effects
  - (C) Font styles
  - (D) Text effects
42. By pressing F12 Function key which of the following will happen?
- (A) Save As dialog box will open
  - (B) Open dialog box will open
  - (C) Print dialog box will open
  - (D) Close dialog box will open
43. The ability to combine name and addresses with a standard document is called :
- (A) Post script
  - (B) Cross reference
  - (C) Mail merge
  - (D) Addressing

44. To apply Center Alignment to a paragraph we can press :
- (A) Ctrl + C (B) Ctrl+ E  
(C) Ctrl +D (D) Ctrl + S
45. Tabloid, Legal, Letter, are included in the \_\_\_\_\_ Option in MS word.
- (A) Paper size (B) Margins  
(C) Page Borders (D) Shapes
46. What will appear on the screen, if press Shift +5 number key below function key?
- (A) \$ (B) %  
(C) & (D) #
47. Which of the following is not a font name?
- (A) Algerian (B) Verdana  
(C) Toggle (D) Calibri
48. Gutter position can be set in which of the following :
- (A) Right & Top (B) Left & Top  
(C) Left Only (D) Right Only
49. Create a large capital letter at the beginning of a paragraph is named as :
- (A) Hyperlink (B) Watermark  
(C) Bookmark (D) Drop Cap
50. \_\_\_\_\_ is the readymade formats which are provided in the word processor.
- (A) Templates (B) Symbol  
(C) Webdings (D) Equation
51. Which of the following is the expanded form of K.G.T.E?
- (A) Kerala Government Technical Education  
(B) Kerala Government Teachers Economy  
(C) Kerala Government Technical Examinations  
(D) None of these

52. The movement of the carriage of a Typewriter is controlled by :
- (A) Space Bar (B) Cylinder  
(C) Draw cord (D) Loose Dog and Rigid Dog
53. Shift keys are pressed by :
- (A) Little Finger (B) Thumbs  
(C) Middle Finger (D) Ring finger
54. The Correction sign “NP”, “FP” etc. in manuscripts are treated as :
- (A) New Page (B) Fresh Point  
(C) Next Paragraph (D) Never Printing
55. The shape of PLATEN in a Typewriter is :
- (A) Polygon (B) Square  
(C) Rectangle (D) Round
56. Pinion wheel is connected to :
- (A) Escapement Wheel (B) Ribbon Spool  
(C) Thump wheel (D) Bell
57. The paper guide in a Typewriter is useful for getting Uniform :
- (A) Right Margin (B) Top Margin  
(C) Left Margin (D) Bottom Margin
58. In a Pica Typeface ————— letter were typed in one inch.
- (A) Five (B) Ten  
(C) Seven (D) Six
59. Which one of the following Salutation is used in Official Letters?
- (A) Dear Mr. (B) My Dear,  
(C) Dear Shri. (D) Sir,

60. The Upper portion of the Typewriter which moves while typing is called :
- (A) Cylinder (B) Bell  
(C) Carriage (D) Pinion Wheel
61. \_\_\_\_\_ is the semi-circular iron plate situated below the Type guide in a Typewriter.
- (A) Segment (B) Type Heads  
(C) Cylinder (D) Universal Bar
62. The Carriage will stop suddenly, if :
- (A) The Ribbon is cut off (B) The Carriage rack is worn out  
(C) The draw cord is cut off (D) None of these
63. Which of the following is the correct option in connection with Shift Key?
- (A) Moving one space forward (B) Typing Capital Letters  
(C) Typing numbers (D) Deleting a Character
64. The expanded form of "On I.G.S":
- (A) On Investigation Grading System (B) On International Goods Service  
(C) On Integrated Grading System (D) On India Government Service
65. Which of the following parts of a Typewriter for Typing Uppercase Characters continuously?
- (A) Tabulator Key (B) Shift Key  
(C) Shift Lock Key (D) Line Space Key
66. Bell in the Typewriter gives warning to caution that the :
- (A) Ribbon is coming to the end (B) Right side margin is approaching  
(C) Bottom Margin is approaching (D) None of these
67. Cylinder Ratchet Wheel in a Typewriter is used for :
- (A) Carriage Movement (B) Typing Symbols  
(C) Line Spacing (D) Rotating Platen



68. The paper guide is found on the \_\_\_\_\_ side of the paper table.
- (A) Left (B) Right  
(C) Bottom (D) None of these
69. \_\_\_\_\_ is considered as the “heart” of the Typewriter.
- (A) Shift Key (B) Dog Block  
(C) Cylinder (D) Carriage
70. w.e.f stands for :
- (A) Without Entry Fees (B) With Easy Fraction  
(C) With Effect From (D) With Economic Factor
71. The correction sign “stet” in manuscript is treated as :
- (A) Underline (B) New Paragraph  
(C) Statement (D) The scored portion should be typed
72. Which is the expanded form of EMD in Tender Form?
- (A) Earnest Money Deposit (B) Eligible Marginal Deposit  
(C) Extra Money Deposit (D) Entire Monthly Deposit
73. Which of the following keys are used in a Typewriter for extending a line of typing?
- (A) Shift Key (B) Guide Key  
(C) Margin Release Key (D) Character Key
74. In a Typewriter (a) and (;) are called :
- (A) Home Keys (B) Guide Keys  
(C) Special Keys (D) Dead Keys
75. How many shift keys are available on the Key Board?
- (A) 2 (B) 1  
(C) 4 (D) 3

76. The Guide row of keyboard is arranged from the top as the :
- (A) First row (B) Third row  
(C) Second row (D) Fourth row
77. What is the term used in the Inside Address of Business Letter when the Company name exist with an individual?
- (A) Dears (B) Respected  
(C) Messers (D) Sirs
78. Which is the odd one
- (A) Pica (B) Roman  
(C) Elite (D) Hard Rubber
79. \_\_\_\_\_ is used to operate Space Bar.
- (A) Right Thumb (B) Left Little Finger  
(C) Right Little finger (D) Left Thumb
80. \_\_\_\_\_ is used as a salutation for sending a letter to the Governor.
- (A) His/Her Highness (B) Respected Sir  
(C) Honourable (D) His/Her Excellency
81. Which generation of computer is currently under development?
- (A) Third Generation (B) Fourth Generation  
(C) Fifth Generation (D) Sixth Generation
82. The best quality graphics reproduction is produced by :
- (A) Line printer (B) Plotter  
(C) Ink jet printer (D) Daisy wheel printer
83. Algorithm and Flow chart help us to :
- (A) Know the input details  
(B) Know the output details  
(C) Direct the output to a printer  
(D) Specify the problem completely and clearly

84. Bluetooth is a type of radio wave information transmission system that is good for about :
- (A) 30 meters (B) 30 yards  
(C) 30 miles (D) 30 feet
85. The difference between storage and memory is that storage is \_\_\_\_\_ and memory is.
- (A) Temporary, permanent (B) Permanent, temporary  
(C) Slow, fast (D) All of above
86. Every computer connected to the Internet is identified by a unique four-part string, known as
- (A) IP address (B) Sub domain name  
(C) Domain name (D) Host name
87. PNG refers to
- (A) Movie/animation file (B) Image file  
(C) Audio file (D) Document file
88. \_\_\_\_\_ is a technology that allows telephone calls to be made over computer networks like the Internet.
- (A) VoIP (B) GSM  
(C) VOLTE (D) CDMA
89. To identify TCP/IP errors such as connection problems \_\_\_\_\_ command can be used.
- (A) FTP (B) HTTP  
(C) STP (D) PING
90. Which of the following computer language is used for artificial intelligence?
- (A) JAVA (B) PASCAL  
(C) C (D) C++
91. Which of the following is an absolute cell reference?
- (A) \$A1 (B) \$A\$1  
(C) A\$1 (D) &A&1
92. Among the following, which is not the correct method of editing the cell content?
- (A) Press the Ctrl key (B) Press the F2 key  
(C) Double click the cell (D) Click the formula bar

93. Which among the following wildcard characters are recognized by excel?  
(A) + and? (B) and ^  
(C) < and > (D) \* and?
94. A circular reference is :  
(A) Geometric modeling tool  
(B) A formula that either directly or indirectly depends on itself  
(C) A cell that points to a drawing graph  
(D) A cell that points to a drawing chart
95. To insert a new sheet in the current workbook press :  
(A) F11 (B) Ctrl+ F11  
(C) Shift+ F11 (D) Alt+ F11
96. How to use the Format Painter tool more than once?  
(A) Click on Lock Format Painter Icon  
(B) Double Click on Format Painter Icon  
(C) Selecting Edit – Format Painter – multiple use  
(D) Cannot use the Format Painter tool more than once
97. Among the following options which one is used for correcting spelling mistakes?  
(A) Auto Format (B) Auto Text  
(C) Auto Correct (D) Auto Spell
98. In MS-Office mail merge is used to :  
(A) Mailing Labels (B) Print letters  
(C) Print Envelopes (D) All of the above
99. MS-Word is a type of :  
(A) Operating System (B) System Software  
(C) Application Software (D) Utility Software
100. What is the shortcut key to insert a new slide into the current presentation?  
(A) Ctrl+ I (B) Ctrl + M  
(C) Ctrl + N (D) Ctrl + P
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**SPACE FOR ROUGH WORK**

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