

1. A ____ is a named location on a disk where files are stored.

A folder

B pod

C version

D none of the above

Ans (A)

2. The ____ allows you to choose where to go and is located below the Standards Buttons toolbar.

A System menu

B Address bar

C Menu bar

D none of the above

Ans (B)

3. A ____ is a set of computer instructions that carry out a task on the computer.

A program

B database

C memory file

D none of the above

Ans (A)

4. An operating system version designed for home use is Microsoft Windows XP ____.

A Home Edition

B Media Center Edition

C Tablet PC Edition

D none of the above

Ans (A)

5. A user-interface that is easy to use is considered to be ____.

A user-happy

- B user-simple
- C user-friendly
- D none of the above

Ans (C)

6. When you press and release the secondary mouse button you are ____.

- A Right-clicking
- B Left-clicking
- C either a. or b.
- D neither a. nor b.

Ans (A)

7. Another term for hyperlink is ____.

- A link
- B source
- C bar
- D none of the above

Ans (A)

8. A ____ is a flash memory storage device that plugs into a USB port.

- A USB snap drive
- B USB flash drive
- C USB memory maker drive
- D none of the above

Ans (B)

9. An operating system version designed for use with a Media Center PC is Microsoft Windows XP ____.

- A Home Edition
- B Media Center Edition
- C Tablet PC Edition

D none of the above

Ans (B)

10. A graphical user interface displays ____.

A graphics

B text

C both (A) and (B).

D neither (A) nor (B).

Ans (C)

11. When you quickly press and release the left mouse button twice, you are ____.

A Primary-clicking

B Double-clicking

C pointing

D none of the above

Ans : Try Yourself!

12. Underlined text, such as text and folder names is referred to as a ____.

A hyperlink

B menu

C source drive

D none of the above

Ans (A)

13. The ____ program compresses larger files into a smaller file.

A WinZip

B WinShrink

C WinStyle

D none of the above

Ans (A)

14. An operating system version designed for use with a tablet PC is Microsoft Windows XP _____.

A Home Edition

B Media Center Edition

C Tablet PC Edition

D none of the above

Ans (C)

15. The _____ displays the name of every computer user on the computer.

A Wish list screen

B Command screen

C Welcome screen

D none of the above

Ans (C)

16. The _____ contains commands associated with the My computer window.

A Standards menu

B Start menu

C System menu

D none of the above

Ans (C)

17. Press the _____ button to have the window fill the entire screen.

A Close

B Maximize

C Minimize

D none of the above

Ans (B)

18. The _____ is the drive containing the files to be copied.

A source drive

B destination drive

C USB drive

D none of the above

Ans (A)

19. A ____ allows you to write on screen with a digital pen and convert that writing into characters that the PC can process.

A monitor RS

B tablet PC

C database manager

D media center

Ans (B)

20. A ____ is a pointing device.

A monitor

B mouse

C keyboard

D none of the above

Ans (B)