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The chapter [Applications of Computers MCQs] covers topics of computer applications, and uses of computers. The chapter [Basics of Information Technology MCQs] covers topics of introduction to information technology, IT revolution, cathode ray tube, character recognition devices, computer memory, computer mouse, computer plotters, computer printers, computer system software, memory devices, information system development, information types, input devices of computer, microphone, output devices, PC hardware and software, random access memory ram, read and write operations, Read Only Memory (ROM), Sequential Access Memory (SAM), static and dynamic memory devices, system software, video camera, and scanner. The chapter [Computer Architecture MCQs] covers topics of introduction to computer architecture, errors in architectures, arithmetic logic unit, bus networks, bus topology, central processing unit, computer languages, input output unit, main memory, memory instructions, motherboard, peripherals devices, Random Access Memory (RAM), Read Only Memory (ROM), and types of registers in computer. The chapter [Computer Networks MCQs] covers topics of introduction to computer networks, LAN and WAN networks, network and internet protocols, network needs, network topologies, bus topology, ring topology, star topology, dedicated server network, ISO and OSI models, networking software, and peer to peer network. The chapter [Data Communication MCQs] covers topics of introduction to data communication, data communication media, asynchronous and synchronous transmission, communication speed, modulation in networking, and transmission modes. The chapter [Data Protection and Copyrights MCQs] covers topics of computer viruses, viruses, anti-virus issues, data backup, data security, hackers, software and copyright laws, video camera, and scanner. The chapter [Data Storage MCQs] covers topics of measuring of data, storage device types, storage devices basics, measuring and improving drive performance, and storage devices files. The chapter [Displaying and Printing Data MCQs] covers topics of computer printing, computer monitor, data projector, and monitor pixels. The chapter [Interacting with Computer MCQs] covers topics of computer hardware, computer keyboard, audiovisual input devices, optical character recognition devices, optical input devices, and optical input devices examples. The chapter [Internet Fundamentals MCQs] covers topics of introduction to internet, internet protocols, internet addresses, network of networks, computer basics, e-mail, and World Wide Web (WWW). The chapter [Internet Technology MCQs] covers topics of history of internet, internet programs, network and internet protocols, network of networks, File Transfer Protocol (FTP), online services, searching web, sponsored versus non-sponsored links, using a metasearch engine, using Boolean operators in your searches, using e-mail, web based e-mail services, and World Wide Web (WWW). The chapter [Introduction to Computer Systems MCQs] covers topics of parts of computer system, computer data, computer for individual users, computer hardware, computer software and human life, computers and uses, computers in society, desktop computer, handheld pcs, mainframe computers, minicomputers, network servers, notebook computers, smart phones, storage devices and functions, supercomputers, tablet PCs, and workstations. The chapter [Operating Systems MCQs] covers topics of operating system basics, operating system processes, operating system structure, Linux operating system, operating system errors, backup utilities, different types of windows, Disk Operating System (DOS), DOS commands, DOS history, user interface commands, user interface concepts, user interfaces, and windows XP. The chapter [Processing Data MCQs] covers topics of microcomputer processor, microcomputer processor types, binary coded decimal, computer buses, computer memory, hexadecimal number system, machine cycle, number systems, octal number system, standard computer ports, text codes, and types of registers in computer. The chapter [Spreadsheet Programs MCQs] covers topics of spreadsheet programs basics, spreadsheet program cells, spreadsheet program functions, and spreadsheet program wizards. The chapter [Windows Operating System MCQs] covers topics of windows operating system, features of windows, window desktop basics, window desktop elements, window desktop types. The chapter [Word Processing MCQs] covers topics of word processing basics, word processing commands, word processing fonts, and word processing menu.

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In a technology driven world, basic knowledge and awareness about computers is a must if we wish to lead a successful personal and professional life. Today Computer Awareness is considered as an important dimension in most of the competitive examinations like SSC, Bank PO/Clerk & IT Officer, UPSC & other State Level PSCs, etc. Objective questions covering Computer Awareness are asked in a number of competitive exams, so the present book which will act as an Objective Question Bank for Computer Awareness has been prepared keeping in mind the importance of the subject. This book has been divided into 22 chapters covering all the sections of Computer Awareness like Introduction to Computer, Computer Organisation, Input & Output Devices, Memory, Software, MS-Office, Database, Internet & Networking, Computer Security, Digital Electronics, etc. The chapters in the book contain more than 75 tables which will help in better summarization of the important information. With a collection of more than 3500 objective questions, the content covered in the book simplifies the complexities of some of the topics so that the non-computer students feel no difficulty while studying various concepts covered under Computer Awareness section. This book contains the most streamlined collection of objective questions including questions asked in competitive examinations upto 2014. As the book thoroughly covers the Computer Awareness section asked in a number of competitive examinations, it for sure will work as a preparation booster for various competitive examinations like UPSC & State Level PSCs Examinations, SSC, Bank PO/Clerk & IT Officer and other general competitive & recruitment examinations.

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In this book, I bring to you the significant highlights of MS Excel, alongside an outline of how to utilize the program, its advantages, and other significant components. Here you will learn most of the important shortcut keys that you need in your daily office life.

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