Here is the solved paper of 2009 Allahabad Bank clerks exam computer knowledge section. This exam was conducted on March 15, 2009.
1. Outlook Express is a
 (1) E-Mail client (2) Scheduler (3) Address Book (4) All ofthe above (5) None of these
 2. Which key should be pressed to start a new page in MS- Word? (I) Down Cursor Key (2) Enter Key . (3) Shift + Enter (4) Ctrl + Enter. (5) Shift + Ctrl + Enter
 3. Which type of software is similar to an accountant's worksheet? (I) Word processing (2) Database (3) Spreadsheets (4) Graphics (5) File Manager (2) Internet (4) Network
4. The network connecting several computers all over the world is (1) Intranet (3) ARPnet (5) !.AN
5. In windows. by default the files when deleted are sent to
(1) Dust Bin (2) Recycle Bin (3) Waste Bin (4) Recycle Waste Bin (5) None of these
6. Which of the following is an Operating System? (1) MS Windows (2) Mac (3) MS DOS (4) Windows NT (5) All of the above
 7. A terminal that cannot process any information is called
8. The keys labelled 0-9 on the keyboard are called(1) Function keys(2) Numerickeys(3) Typewriter keys

(4) Special keys(5) Alpha keys
9. The most popular Internet activity is (1) downloading music (2) watching movie trailers (3) shopping for books (4) e-mailing (5) None of these
10 In a spreadsheet. a cell is defined as the
11. "GUI" stands for (1) Gnutella Universal Interface (2) Graphical User Interface (3) Graphic Uninstall/Install (4) General Utility Interface (5) None of these
12. A is a design tool that graphically shows the logic in a solution algorithm. (1) flowchart (2) hierarchy chart (3) structure chart (4) context diagram (5) None of these
 13. A file that contains definitions of the paragraph and character styles for your document and all things you customised like toolbars and menus is called a
14. Programs designed specifically to address general-purpose applications and special-purpose applications are called (1) operating system (2) system software (3) application software ! (4) management information systems (5) None of these

15. A contains buttons and menus that provide quick access to commonly used
commands. (1) toolbar (2) menu bar (3) window (4) find (5) None of these
(1) toolour (2) menu our (3) whiteow (1) mu (3) thouse of these
16. The particular field of a record that uniquely identifies each record is called the
(1) key field (2) primaly field (3) master field (4) order field (5) None of these
17.A is an example of an input device. (1) keyboard (2) monitor (3) Mouse (4) Central Processing Unit (5) None of these
18. A CPU contains
19. A computer cannot "boot" if d0es not have the
20. When you want to move some text from one page to a different page . the best method is (1) drag and drop (2) cutand paste (3) delete and retype (4) find and replace (5) None of these
 21. The ability of an OS to run more than one application at a time is called (1) multitasking (2) object -oriented programming (3) multi-user computing (4) time-sharing (5) None of these
22. Example of non-numeric data is (1) Employee address(2) Examination score(3) Bank balance(4) All of the above(5) None of these

 23. Coded entries which are used to gain access to a computer system are called (I) Entry codes (2) Passwords (3) Securtty commands (4) Codewords (5) None of these
24. What characteristic of read-only memory (ROM) makes it useful?
 ROM information can be easily updated Data in ROM is nonvolatile. that is. it remains there even without electrical power ROM provides very large amounts of inexpensive data storage ROM chips are easily swapped between different brands of computers None of these
25. What is the name for the process that is used to convert a series of instructions. or program. written in a high-level language intd instructions (or a program)that can be run on a computer? (1) Assembling (2) Compiling (3) Translating (4) Uploading (5) None of the abo~e
26 represents raw facts, whereas is data made meaningful. (1) Infonnation, reporting (2) Data, iruormation (3) Information, bits (4) Records, bytes (5) Bits, bytes
27. Which of the following peripheral devices displays information to a user? (1) Monitor (2) Keyboard (3) Secondary storage devices (4) Secondary storage media (5) None of these
 28. When we move any row or column, the text of moved cells (1) moves with the cell (2) remains at its place but formatting moves (3) moves with cells and formattlngis lost (4) moves with cells and some formatting are changed (5) None of these
 29. Which type of resource does have greater probability to become shared resource in a computer network? (1) Printers (2) Speakers (3) Floppy Disc Drivers (4) Keyboards (5) None of these
30. Which of the following terms is used to describe the movement of an item with the help of mouse to a new position on screen?

- (1) click
- (2) double clik
- (3) drag and drop
- (4) point
- (5) right clik
- 31. Which of the following displays the contents of active cell?
- 1. Toolbar (2) Menubar (3) Namebox (4) Formula bar (5) None of these
- 32 .bas, .doc. and . htm are examples of
- (1) Database (2) Extension (3) Domain (4) Protocol (5) None of these
- 33. Saving is the process
- (1) To copy documentfrom memory to storage medium
- (2) To change the content of any document
- (3) To change the display or entire document.
- (4) To develop document by en: tering text using keyboard, (5) None of these
- 34. is the process of implementing command
- (1) Fetching (2) Storing (3) Decoding (4) Executing (5) None of these
- 35. ___, a printed information, exists in real sense and is more permanent from of out put than the output e~sting on display device.
- (1) Soft copy (2) Carbon copy (3) Hard copy (4) Desk copy (5) None of these
- 36. Excel stores its document in form of files which is called
- (1) Worksheet-s
- (2) Workbook,s
- (3) Notebooks
- (4) Excel sheets
- (5) None of these
- 37. To change hardware components into more powerful or rectified version is called
- (1) Expansion
- (2) Plug and Play
- (3) Upgrading
- (4) Upsizlng
- (5) None of these
- 38. To combine two or more cells into a single cell is called
- (1) Merging (2) Joining (3) Sharing (4) Splitting (5) None of these '
- 39. Which of the following views is present in power point?
- (1) Document view
- (2) Slidesorter view
- (3) Slidechanger view

(4) Plays ide view(5) None of these
40. In order to move from one worksheet to another in excel workbook, one should clik (1) Active cell (2) Scroll bar (3) Sheet tab (4) Tab button (5) None of these
Ans:
1.4
2. 4
3. 3
4. 2
5. 2
6. 5
7. 5
8. 2
9. 4
10. 3
11. 2
12. 1
13. 4
14. 3
15. 1
16. 1
17. 1
18. 3
19.3

- 20. 2
- 21. 1
- 22. 1
- 23. 2
- 24. 2
- 25. 2
- 26. 2
- 27. 1
- 28. 1
- 29. 1
- 30. 3
- 31.4
- 32. 2
- 33. 1
- 34. 5
- 35. 3
- 36. 4
- 37. 3
- 38. 1
- 39.4
- 40. 3