

NCO CLASS 2

Total Questions: 35

Time: 1 hr.

Section – 1 : Patterns, Odd One Out, Measuring Units, Geometrical Shapes, Spatial Understanding, Grouping, Analogy, Ranking Test, Problems based on Figures.

Section – 2 : Computer-a Smart Machine, General Information about Computers, Parts of Computer, Uses of Computer, Learning to use Keyboard and Mouse, MS-Paint, Latest Developments in the Field of IT.

Section – 3 : Higher Order Thinking Questions - Syllabus as per Section – 2.






SECTION 01 LOGICAL REASONING



1. Neeta is heavier than Seema. Sanchi is lighter than Riya. Seema is heavier than Riya. Who is the lightest?

- A. Neeta
- B. Sanchi
- C. Seema
- D. Riya

2. If tomorrow will be Monday, then yesterday was .

- A. Friday
- B. Thursday
- C. Saturday
- D. Sunday

3. If  means '+' then equals    

- A. 
- B. 
- C. 
- D. 

4. Which fruit is 4th from the right?
LEFT



- A. 
- B. 
- C. 
- D. 

5. Reema celebrated her birthday on 13th September 20XX. Garima's birthday falls on the fourth day after her birthday. On which day will Garima celebrate her birthday?



- A. Sunday
- B. Wednesday
- C. Thursday
- D. Saturday

SECTION 02 COMPUTER AND INFORMATION TECHNOLOGY

6. How many shift keys are there on a keyboard?
 - A. 1
 - B. 2
 - C. 3
 - D. 4
7. Which of the following commands would you use to make several copies of the same object?
 - A. Copy and Paste
 - B. Edit and Clear
 - C. Edit and Select All
 - D. Select All
8. The computer helps _____ in designing the buildings and houses.
 - A. Architects
 - B. Doctors
 - C. Teachers
 - D. Shopkeepers
9. I want to have video chat with my friend. Which of the following device will I need?

(i) Web Camera (ii) Video Camera (iii) Microphone (iv) Speaker (v) Printer

 - A. (i), (iii), (iv)
 - B. (ii), (iii), (iv)
 - C. (i), (ii), (iii), (iv)
 - D. All of these
10. Which type of computer is shown in the given image?



- A. Touch screen
 - B. Laptop
 - C. Tablet
 - D. Palmtop
11. Which of the following icons does not occur in Tools group of MS-Paint ?



A.



B.



C.



D.

12. Which of the following 'Shape Outline' medium is applied in the given shape, in MS-Paint?



A.



B.



C.



D.

13. The arithmetic operations performed by the computer are

- A. Addition
- B. Subtraction
- C. Multiplication
- D. All of these

14. Which of the following devices supplies power to a computer even during power cuts?

- A. 
- B. 
- C. 
- D. 

15. Which of the following options allows you to access volume and speaker controls in Windows 7?

- A. 
- B. 
- C. 
- D. 

16. Connecting wires are used to



- A. Tie the computer
- B. Detach computers
- C. Connect different parts of a computer
- D. All of these

17. Which of the following is India's first Android tablet for kids?
- A. Akash
 - B. Eddy
 - C. ME tab
 - D. Nexus



18. The given figure shows that computers are used in
- A. Testing eye sight
 - B. Listening songs
 - C. Sending e-mail
 - D. Video chatting
19. Click the _____ mouse button twice quickly to _____ the icon, program or document.
- A. Right, copy
 - B. Left, open
 - C. Left, select
 - D. Right, select
20. A computer needs _____ to operate.
- A. Energy
 - B. Electricity
 - C. Air and Water
 - D. Food
21. Which of the following cannot be used to store the soft copy of your school assignment?



A.







B.



C.



D.

22. Which of the following is used for playing computer games?
- A. Joystick
 - B. Printer
 - C. Scanner
 - D. Speakers
23. For the given expression 6+3 to display '+' sign which keys should be pressed?
- A. Shift + 
 - B. Only 
 - C. Alt + 
 - D. Ctrl + 
24. Which of the following computer keys CANNOT work independently? It always works in combination with other keys.
- A. Delete key
 - B. Shift key
 - C. Enter key
 - D. Tab key
25. A blinking symbol on the screen that shows where the next character will appear is
- A. Delete key
 - B. Arrow key
 - C. Cursor
 - D. Return key
26. We always see a pointer on the screen. This is due to the presence of.



27. How can you take proper care of your computer?
- A. By keeping it in a hot room.
 - B. By keeping it in a cool and dust free room.
 - C. By allowing dust and moisture around the computer.
 - D. All of these

28. Identify the computer part hidden in this jumbled word: KSOYIJTC



A.



B.



C.







D.

29. Which key we use to move cursor?

- A. Delete key
- B. Cursor
- C. Arrow key
- D. Return key

30. Which one of the following is an INCORRECT shortcut key combination in MS-Paint ?

- A.  + P → Print
- B.  + S → Save
- C.  + X → Move
- D.  + C → Copy

SECTION 03 ACHIVER'S SECTION

31. For starting a computer system, the following steps are used but they are not in correct order, arrange them in correct order.

1. Switch on the Monitor
2. Switch on the power supply
3. Switch on the CPU
4. Windows desktop appears
5. Password box appears
6. Switch on the UPS

- A. 1, 6, 2, 4, 5, 3
- B. 2, 6, 3, 1, 5, 4
- C. 2, 6, 1, 3, 5, 4
- D. 2, 1, 6, 3, 5, 4

32. This is a small information box which gives you information about shops in shopping malls. It is known as



- A. Kiosk
- B. Monitor
- C. Laptop
- D. Palmtop

33. Which of the following shut down options is ideal for laptop and netbook users so that there is no power



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consumption and user can get back to work quickly?

- A. Hibernate
 - B. Log Off
 - C. Restart
 - D. Shut down
34. 'Tiffi' is the main character of which of the following popular computer games?
- A. Assassin's Creed 4
 - B. Bubble Safari
 - C. Candy Crush Saga
 - D. King's Bounty- Legions
35. Which of the following is the CORRECT output, if you perform the given operations on the word COMPU|TER (where '|' denotes the cursor)?
1. PRESS BACKSPACE
 2. PRESS DELETE
 3. PRESS HOME
- A. COMT|ER
 - B. |COMPER
 - C. COM|PER
 - D. |COMPUR