



UNIVERSITY OF COLOMBO, SRI LANKA



UNIVERSITY OF COLOMBO SCHOOL OF COMPUTING

DEGREE OF BACHELOR OF INFORMATION TECHNOLOGY (*EXTERNAL*)

Academic Year 2014/2015 – 1st Year Examination – Semester 1

EN1301 – Personal Computing

Multiple Choice Question Paper

15 March, 2015
(ONE HOUR)

Important Instructions:

- The duration of the paper is **1 (One) hour**.
- The medium of instruction and questions is English.
- The paper has **25** questions and **10** pages.
- All questions are of the MCQ (Multiple Choice Questions) type.
- All questions should be answered.
- Each question will have 5 (five) choices with one or more correct answers.
- All questions will carry equal marks.
- There will be a penalty for incorrect responses to discourage guessing.
- The mark given for a question will vary from 0 to +1(*All the correct choices are marked & no incorrect choices are marked*).
- Answers should be marked on the special answer sheet provided.
- Note that questions appear on both sides of the paper. If a page is not printed, please inform the supervisor immediately.
- Mark the correct choices on the question paper first and then transfer them to the given answer sheet which will be machine marked. **Please completely read and follow the instructions given on the other side of the answer sheet before you shade your correct choices.**

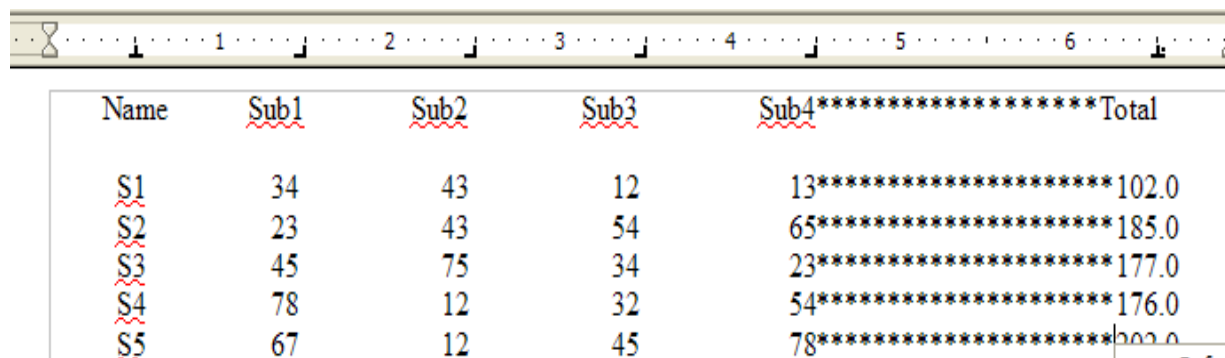
01) Which of the following Application Software is/are considered as Free and Open-Source?

- | | | |
|---------------------|------------------------------------|----------------------|
| (a) Adobe Photoshop | (b) LibreOffice | (c) Microsoft Office |
| (d) Firefox | (e) GNU Image Manipulation Program | |

02) Which of the following is/are true with respect to Computer software?

- | |
|--|
| (a) System Software enables application software to interact with the computer hardware. |
| (b) Computer hardware and Application software are the two main categories of computer software. |
| (c) The programs written under application software are designed for general purpose and special purpose applications. |
| (d) Windows XP is an example of system software. |
| (e) The source code of proprietary software is openly shared among the people to voluntarily improve the design of the software. |

Consider the following document segment created in OpenOffice.org Writer to answer the questions 03 and 04.



Name	Sub1	Sub2	Sub3	Sub4	Total
S1	34	43	12	13	102.0
S2	23	43	54	65	185.0
S3	45	75	34	23	177.0
S4	78	12	32	54	176.0
S5	67	12	45	78	203.0

03) Which of the following formatting option(s) in OpenOffice.org Writer can be used to format the above document?

- | | | |
|-------------------------|---------------------------|------------|
| (a) Indents and Spacing | (b) Outline and Numbering | (c) Tables |
| (d) Character Position | (e) Tabs | |

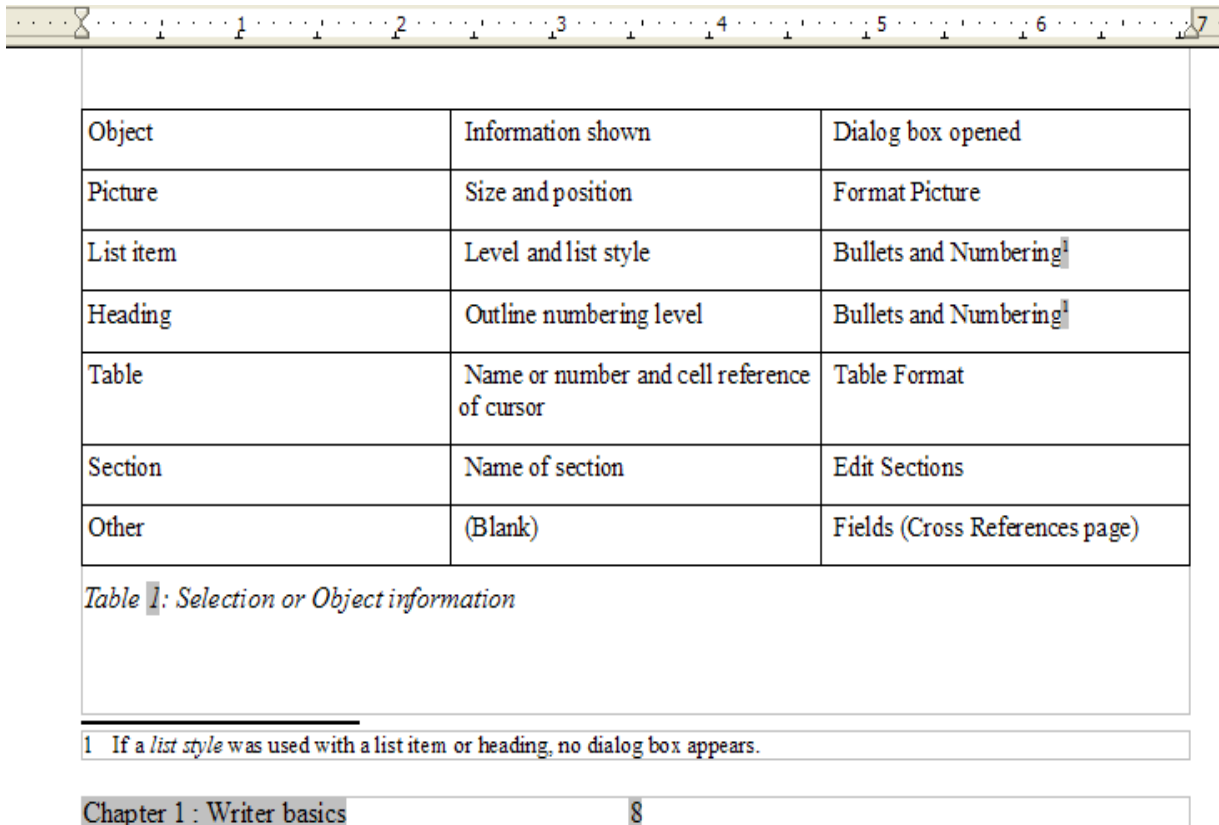
04) Which of the following, “Position”, “Type” and “Fill Character” options respectively best describe the above formatted document?

- | | | |
|--------------------------|---------------------------|--------------------------|
| (a) 0.5”, Centered, None | (b) 4.5”, Right, * | (c) 6.5”, Decimal, ***** |
| (d) 2.5”, Left, None | (e) 3.5”, Justified, None | |

05) Which of the following option(s) in OpenOffice.org Writer can be used to personalize an envelope to 100 recipients?

- | | | |
|------------------------|--|---------------------------|
| (a) Mail Merge | (b) Object | (c) Envelope & Mail Merge |
| (d) Frame & Mail Merge | (e) Bibliography Database & Mail Merge | |

06) Consider the following document segment created in OpenOffice.org Writer.

 <p>The screenshot shows a document in OpenOffice.org Writer. At the top is a ruler with markings from 1 to 7. Below the ruler is a table with 3 columns: 'Object', 'Information shown', and 'Dialog box opened'. The table contains 7 rows of data. Below the table is a caption: 'Table 1: Selection or Object information'. At the bottom of the document, there is a footnote: '1 If a list style was used with a list item or heading, no dialog box appears.' and a page footer: 'Chapter 1 : Writer basics' followed by the page number '8'.</p>		
Object	Information shown	Dialog box opened
Picture	Size and position	Format Picture
List item	Level and list style	Bullets and Numbering ¹
Heading	Outline numbering level	Bullets and Numbering ¹
Table	Name or number and cell reference of cursor	Table Format
Section	Name of section	Edit Sections
Other	(Blank)	Fields (Cross References page)
<p>Table 1: Selection or Object information</p>		
<p>¹ If a list style was used with a list item or heading, no dialog box appears.</p>		
<p>Chapter 1 : Writer basics 8</p>		

Which of the following option(s) in OpenOffice.org Writer is/are used in editing the above document?

- | | | |
|----------------------|---------------------|------------------------|
| (a) Cross-References | (b) Caption | (c) Indexes and Tables |
| (d) Footnote | (e) Formatting Mark | |

07) Consider the following statements.

- I. The Mail Merge wizard lets one to use the current document as the starting document.
- II. “Select Address List” in Mail merge wizard dialogue box can be used to select recipients from an existing file.
- III. When using the Mail merge wizard, one can manually edit the content of the document.

Which of the above statements is/are correct regarding the Mail Merge Wizard option in Open Office.org Writer?

- | | | |
|-------------------------|----------------|------------------------|
| (a) (I) Only. | (b) (II) Only. | (c) (I) and (II) Only. |
| (d) (I) and (III) Only. | (e) All. | |

- 08) Consider the following document created using OpenOffice.org Writer.

1 2 3 4 5 6 7 8

DISNEYLAND

Disneyland Park, commonly known as *Disneyland*®, is characters. In 2011, the park hosted approximately the first of two theme parks built at the Disneyland 16.14 million guests, making it the 2nd most visited park Resort in Anaheim, California, opened on July 17, 1955. in the world that calendar year.

Disneyland is dedicated to fairy tales and Disney

Special fireworks shows

- ◆ June 12, 2009 – September 20, 2009: *Magical: An Exploding Celebration In The Sky*
- ◆ September 25, 2009 – November 1, 2009: *Halloween Screams*
- ◆ November 12, 2010 – January 2, 2011: *Believe... In Holiday Magic*

disney Theme Park attractions

Attraction	Disneyland Resort		Time Period
	Disneyland	Disney California Adventure Park	
Alice in Wonderland	Fantasyland		(1958–present)
California Screamin'		Paradise Pier	(2001–present)
Disney's Aladdin		Hollywood Land	(2003–present)
America Sings	Tomorrowland		(1974–1988)

Which of the following list of options is/are used to design the above document?

- (a) Header, Shapes, Table, Text, Drop Caps
- (b) Shapes, Font Work, Bullets, Columns, Superscript
- (c) Caption, Text box, Image, Page background, Page border
- (d) Header, Bullets, Text Box, Image, Freeform Line
- (e) Superscript, Fields, Font Work, Table, Italics

- 09) Which of the following statements is/are correct regarding the OpenOffice.org Writer document?

- (a) Hyperlink option is used to format characters of a Writer document.
- (b) Mail Merge option can be used to combine a main Writer document with a corresponding data source to send letters for many recipients.
- (c) Micro option automates the tasks that need to be performed repeatedly.
- (d) ImageMap defines areas of an image with the linked URLs.
- (e) Table of Content option is used to display the references cited within the document.

10) Page Preview in OpenOffice.org Calc Spreadsheet lets one to

- | | | |
|---------------------|-----------------------------|---------------------|
| (a) Zoom out. | (b) Check spelling. | (c) Change margins. |
| (d) Insert columns. | (e) Format page background. | |

	A	B	C	D	E	F	G
1	Sales report of ABC fruits and vegetable shop						
2	December 2012						
3							
4	Discount (if quantity >400):	5%					
5							
6	Fruits / Veg. Name	Quantity (in Kg)	Unit Price in Rs (per Kg)	Total Cost in Rs	VAT	Total cost with VAT in Rs	Net Cost in Rs
7	Mushrooms	100	45.00	4500	9.00%	4905	4905
8	Broccoli	385	100.00	38500	10.50%	42542.5	42542.5
9	Banana	450	120.00	54000	4.00%	56160	53352
10	Kiwi	280	155.50	43540	3.75%	45172.75	45172.75
11	Limes	75	65.00	4875	2.00%	4972.5	4972.5
12	Apples	670	165.75	111052.5	10.00%	122157.75	116049.8625
13						Average Net	44499.102083
14							
15							

Note that the columns “Total Cost in Rs”, “Total cost with VAT in Rs” and “Net Cost in Rs” is calculated based on the following formulae.

Total cost in Rs = Quantity * Unit price in Rs

Total cost with VAT in Rs = Total cost in Rs + Total cost in Rs * VAT

Net cost in Rs = Total cost with VAT in Rs – Total cost with VAT in Rs * Percentage of Discount (if only quantity is more than 400)

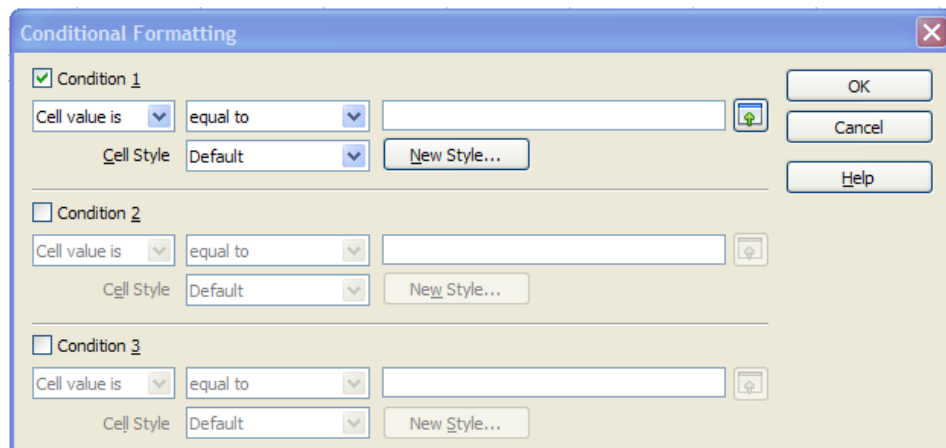
11) Identify the correct formulae used in the above spread sheet.

- | |
|---|
| (a) D7 = B7 * C7
(b) F6 = D6 + D6 * E6
(c) G7 = F7 - F7 * IF (B7>400 ; \$B\$4 ; 0)
(d) F7 = (D7 + D7) * E7
(e) G7 = F7 - F7 * IF (B7>400 ; \$B\$4 ; B7) |
|---|

12) Which of the following number formatting options is/are used to format the numbers in column “Net Cost in Rs”?

- | | | |
|--------------|-------------------------|-----------------------|
| (a) Currency | (b) Thousands separator | (c) One Decimal place |
| (d) General | (e) Background | |

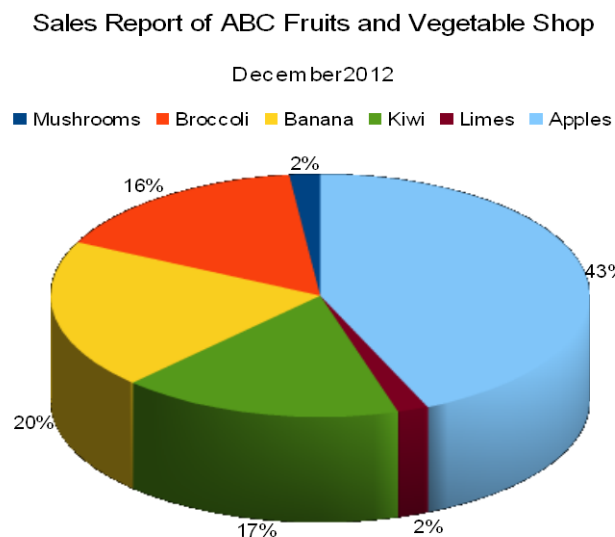
- 13) The following conditional formatting dialogue box is used to change the colour of cells based on a condition.



Identify the correct condition(s) to change the colour of the cell(s) which has/have the “Net cost in Rs.” above the average of Net Cost?

- (a) Formula is equal to AVERAGE.
- (b) Cell value is greater than \$G\$13.
- (c) Cell value is greater than \$G\$12.
- (d) Cell value is greater than AVERAGE(\$G\$7:\$G\$12).
- (e) Cell value is \$F\$13.

- 14) Consider the following Chart created for the above Spreadsheet.



Which of the following statements is/are correct regarding the above chart?

- (a) The option “show value as percentage” is enabled in “data labels for all data series” dialogue box.
- (b) The chart is a pie chart with a 3D realistic look.
- (c) Legend of the Chart is positioned on the right side of the chart.
- (d) The chart is an exploded pie chart with a 3D realistic look.
- (e) The above chart is created for the data range \$A\$7:\$A\$12;\$G\$7:\$G\$12

15) Consider the following statements.

- I. #NAME is displayed when one types a wrong argument or an operand in a formula.
- II. #DIV/0! is displayed in using division operator with a denominator not equal to zero.
- III. When a calculation results in an overflow of the defined value range, #NUM! is displayed.

From the above statements identify the correct statement(s) in relation to Error codes in Open Office.org Calc.

- | | | |
|------------------------|----------------|-----------------------|
| (a) (I) Only | (b) (III) Only | (c) (I) and (II) Only |
| (d) (I) and (III) Only | (e) All | |

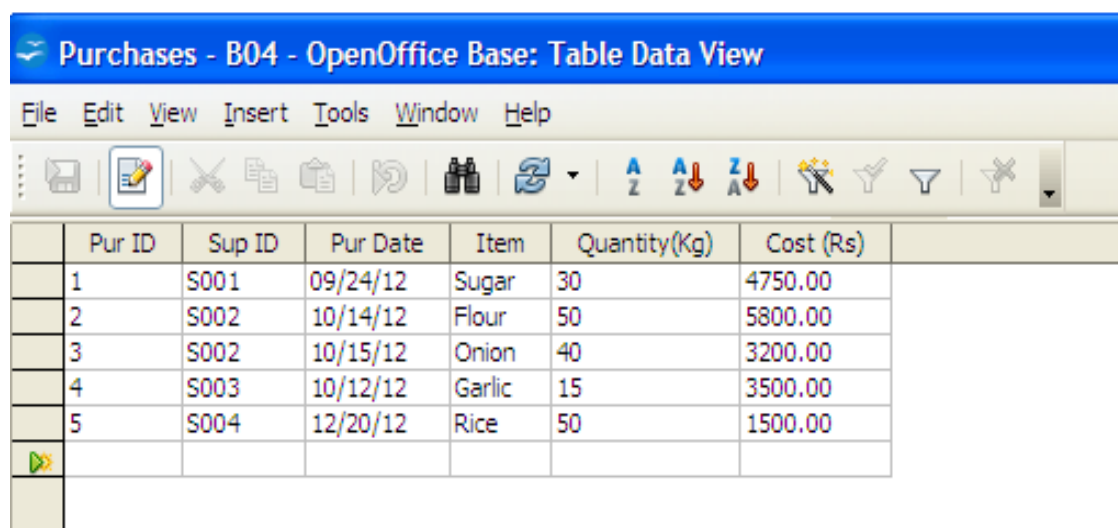
16) Consider the following statements.

- I. One can insert a Header and Footer when designing a report.
- II. A report designed in Open Office.org Base can be used to enter data into a database table.
- III. A Form cannot be customized when it is created in design view.

Which of the above statement(s) is/are correct with regard to the forms and reports in Open Office.org Base?

- | | | |
|------------------------|---------------|-----------------------|
| (a) (I) Only | (b) (II) Only | (c) (I) and (II) Only |
| (d) (I) and (III) Only | (e) All | |

Consider the following table data view in Open Office.org Base to answer the questions 17 and 18.



	Pur ID	Sup ID	Pur Date	Item	Quantity(Kg)	Cost (Rs)	
	1	S001	09/24/12	Sugar	30	4750.00	
	2	S002	10/14/12	Flour	50	5800.00	
	3	S002	10/15/12	Onion	40	3200.00	
	4	S003	10/12/12	Garlic	15	3500.00	
	5	S004	12/20/12	Rice	50	1500.00	

17) Which of the following statements is/are correct with regard to the above Database table?

- | |
|---|
| (a) The table data view corresponds to the Purchases table in B04 Database. |
| (b) The Field type of the Pur Date field is Date/Time[TIMESTAMP]. |
| (c) The only text field of the above data table is Item. |
| (d) The primary key of the above table is Sup ID. |
| (e) The Field type of the Cost (Rs) field is Decimal. |

- 18) Which of the following query(queryes) create(s) a query called, "**Supplier Purchases**" to show **Supplier ID, Pur Date, Item, Quantity (Kg)** and **Cost (Rs)** which belongs to the Sup ID =S002.

(a) **Answer a**

Field	Sup ID	Pur Date	Item	Quantity(Kg)	Cost (Rs)
Alias	ID				
Table	Purchases	Purchases	Purchases	Purchases	Purchases
Sort					
Visible	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Function					
Criterion	'S002'				

(b)

Field	Sup ID	Pur Date	Item	Quantity(Kg)	Cost (Rs)
Alias	ID				
Table	Purchases	Purchases	Purchases	Purchases	Purchases
Sort					
Visible	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Function	Every				
Criterion	'S002'				

(c)

Field	Purchases.*	Sup ID
Alias		
Table	Purchases	Purchases
Sort		
Visible	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Function		
Criterion		'S002'

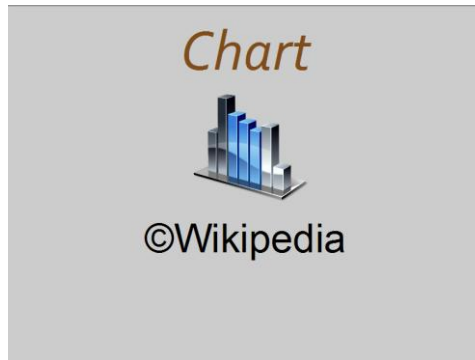
(d)

Field	Purchases.*	Sup ID
Alias		
Table	Purchases	Purchases
Sort		
Visible	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Function		Collect
Criterion		'S002'

(e)

Field	Sup ID	Pur Date	Item	Quantity(Kg)	Cost (Rs)
Alias					
Table	Purchases	Purchases	Purchases	Purchases	Purchases
Sort					
Visible	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Function					
Criterion	'="S002"'				

- 19) Consider the following slide created in Open Office Impress.



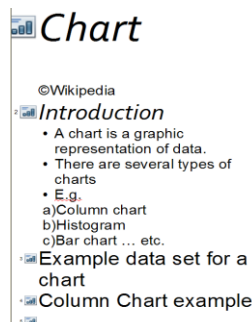
Identify the correct statement(s).

- (a) Insert → Chart option is used to insert the chart as shown on the slide.
- (b) The slide contains a Slide Title.
- (c) Colour fill is applied as the background of the slide.
- (d) Special Characters option is used to insert © as shown on the slide.
- (e) Bullets and numbering option is used in the slide.

- 20) In Open Office.org Impress, one can

- (a) insert a footer to the presentation slides without applying it to the first / title slide of the presentation.
- (b) include a variable date and time to Notes or Handouts.
- (c) hide slides in the Slide Sorter view.
- (d) include the file name as a field to an appropriate place on the slide.
- (e) insert a chart without displaying the data table on the slide.

- 21) Consider the following output in Open Office.org Impress.



Which of the following view(s) best describe the above output?

- (a) Master
- (b) Slide Sorter
- (c) Outline
- (d) Handout
- (e) Grid

- 22) “ Create a New Image” dialog box in GIMP lets one to change the

- (a) Image size.
- (b) X resolution.
- (c) Colour space.
- (d) Image orientation.
- (e) Border style.

- 23) Which of the following tools is/are used to design the Image 2: Edited 1 from the given image; Image 1: Original 1 in GIMP.



Image 1 : Original 1



Image 2 : Edited 1

- | | | |
|-----------------------|----------|------------|
| (a) Perspective | (b) Path | (c) Rotate |
| (d) Foreground Select | (e) Flip | |

- 24) Which of the following tools is/are used to transform Image 1: Original 2 to Image2: Edited2



Image 1 : Original 2



Image 2 : Edited 2

- | | | |
|--------------------|---------------------|------------|
| (a) Crop | (b) Scissors Select | (c) Rotate |
| (d) Ellipse Select | (e) Flip | |

- 25) Consider the following tools in GIMP.

- I. Smudge Tool
- II. Pencil
- III. Text Tool

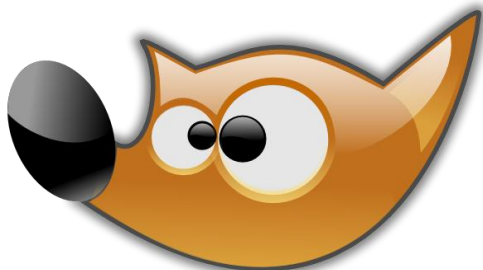


Image 1 : Original 3



Image 2 : Edited 3

Which of the above listed tools in GIMP is/are used to transform Image 1: Original 3 to Image 2: Edited 3?

- | | | |
|------------------------|----------------|-----------------------|
| (a) (I) Only | (b) (III) Only | (c) (I) and (II) Only |
| (d) (I) and (III) Only | (e) All | |
