

model solution
Computer Literacy Test - Session 3 | 2014

Answers

Ans: 1 (a)

Find Word: CTRL + 2

Ans: 1(b)

- Right click on the column header of the column you want to delete.
- Choose *Delete* from the menu.
- The column will be deleted.

Ans: 1(c)

WWW World Wide Web
UPS Uninterruptible Power Supply

Ans: 1 (d)

CMD or COMMAND

Ans 3:

City / District	Male	Female	Total	%age of Male
Gurdaspur	3,52,662	3,25,464	6,78,126	52.01
Pathankot	2,46,834	2,24,066	4,70,900	52.42
Batala	2,08,870	1,87,108	3,95,978	52.75
Taran Taran	87,617	84,030	1,71,647	51.04

Model Solution

Computer Literacy Test - Session 3/2014

Answers

Ans: 1(a)

To Replace Word: Ctrl + Z

Ans: 1(b)

- Right click on the row header of the row you want to delete.
- Choose *Delete* from the menu.
- The row will be deleted.

Ans: 1(c)

OS Operating System
LCD Liquid Crystal Display

Ans: 1(d)

EXIT

Ans: 3

Particulars	Basic Price	VAT @ 12.75%	Total Cost
LCD	32,525.00	4,146.94	36,671.94
Fridge	12,650.00	1,612.88	14,262.88
Almirah	9,375.00	1,195.31	10,570.31
Total	54,550.00	6,955.13	61,505.13