Preface

These days, it is virtually impossible to make career in any field without the knowledge of computer usage. Several government and non-government institutions conduct various computer courses to teach at least basics of computer operating for every student so that they can become 'computer-literate' for progressing in their respective careers.

There are certain common topics, such as - Computer Fundamentals, Hardware, Software, Windows, Internet, Networking and Web Designing, etc. which are being taught in courses like O-level, A-level, DCS, PGDCS, PGDCA, etc. which lead students in achieving success in getting jobs and in making their careers. To fulfill this need of providing detailed and useful knowledge of these computer topics in a single book in the form of 'Multiple Choice Questions-Answers', the present book has been conceived. This book will prove an asset to students not only in preparing for their exams, but also be of immense use for preparing and getting through for various jobinterviews.

Some institutions like I.T.Is. and Centers for Excellence have incorporated Electronics and Digital Electronics in their computer syllabi. Keeping this in view, these important topics have also been included in this book so that students of these courses could also take full benefit from this book.

It is sincerely hoped that this book will not only prove to be a boon to all aspiring students willing to take up computers as their career, but will prove equally useful to those who have already got admission in various courses.

- Authors

Contents

1. Computer Fundamentals and Hardware	1-43
2. Operating Systems	44-57
3. Microsoft Word	58-63
4. Microsoft Excel	
5. Microsoft Powerpoint	74-90
6. Microsoft Access	91-119
7. Computer Networking	120-131
8. PHP and JAVA Script	132-146
9. System Analysis and Software Testing	147-159
10. Algorithm	160-166
11. Database Management System	167-171
12. C and C++	172-186
13. Programming Languages	187-193
14. SQL	
15. Miscellaneous Q/A	