FINAL ANSWER KEY

79/2017/OL

Question Paper Code:

Category Code: 612/2013 Exam: Clerk-Typist Medium of Question: English Date of Test 26-09-2017 Department Various Department Alphacode Question1:-The functioning of AHADS (Allappady Hill Area Developing Society) started in the year A:-1998 B:-1996 C:-1995 D:-1997 Correct Answer:- Option-B Question2:-The first Director of the Indian Council for Agricultural Research (ICAR) A:-Dr. M.P. Singh B:-C. Subhramaniyam C:-Dr. M.S. Swaminathan D:-B.P. Pal Correct Answer:- Option-D Question3:-The fear of bees is A:-Apiphobia B:-Bathophobia C:-Alektorophobia D:-Ailurophobia Correct Answer: - Option-A Question4:-Universities at Calcutta, Bombay and Madras were set up during the Viceroyality of A:-Lord Dalhousie B:-William Bentick C:-Lord Canning D:-Lord Mayo Correct Answer:- Option-C Question5:-In IT Act 2000, which section deals with the punishment of Violation of Privacy? A:-66 F B:-67 A C:-66 D:-66 E Correct Answer:- Option-D Question6:-The First Botanical Garden in India is situated in A:-Raipur B:-Kolkata C:-Chennai D:-Itanagar Correct Answer:- Option-B Question7:-The Second stage of demographic transition began in India after _____ A:-1921 B:-1911 C:-1931 D:-1901 Correct Answer: - Option-A Question8:-Which development scheme introduced by the central government for conserving and preserving the heritage characters of 12 Indian cities? A:-RSBY B:-SAGY C:-PMJJBY D:-HRIDAY Correct Answer:- Option-D

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Question9:-The founder of the Sathyashothak Samaj
    A:-G.K. Gokhale
    B:-Jyothiba Phule
    C:-M.G. Ranade
    D:-Viresalingam
    Correct Answer:- Option-B
Question10:-Who was the Vice-President of the constituent Assembly?
    A:-B.N. Rao
    B:-Dr. Rajendra Prasad
    C:-Sachidananda Sinha
    D:-H.C. Mukherjee
    Correct Answer:- Option-C
Question11:-What was Tharanganbadi, a coastal town in Nagapatanam in Tamilnadu, known in the colonial period?
    A:-Tranquebar
    B:-Balasore
    C:-San Thome
    D:-Fort. St. George
    Correct Answer:- Option-A
Question12:-Silent Valley National Park was established in
    A:-1984
    B:-1978
    C:-1990
    D:-1980
    Correct Answer:- Option-A
Question13:-Who wrote the famous book, 'Mrichakatika'?
    A:-Bhatti
    B:-Brahma Gupta
    C:-Somadeva
    D:-Sudraka
    Correct Answer:- Option-D
Question14:-Miss. World of 2016
    A:-Mireia Lalaguna
    B:-Stephanie Del valle
    C:-Pia Alonzo Wartzbach
    D:-Natasha Mannuela
    Correct Answer:- Option-B
Question15:-The brand Ambassador of Kudumbasree organic farming
    A:-Sreenivasan
    B:-Mohan Lal
    C:-Manju Warrier
    D:-Vidya Balan
    Correct Answer:- Option-C
Question16:-Ayyankali Urban Employment Guarantee Scheme (AUEGS) was started by Kerala Government in
    A:-2011
    B:-2010
    C:-2009
    D:-2012
    Correct Answer:- Option-B
Question17:-How many litres of blood in a normal human body?
    A:-5.5 litres
    B:-4 litres
    C:-7.5 litres
    D:-8 litres
    Correct Answer: - Option-A
Question18:-Who is the winner of the 2016 FIDE World Chess Championship?
    A:-Sergei Karjakin
    B:-Viswanathan Anand
    C:-Magnus Carlsen
    D:-Kasparov
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Correct Answer:- Option-C
Question19:-G.V. Raja Award related with
     A:-Literature
     B:-Film
     C:-Science
     D:-Sports
     Correct Answer:- Option-D
Question20:-Banking Ombudsman is appointed by _____.
     A:-Supreme Court of India
     B:-Reserve Bank of India
     C:-Prime Minister of India
     D:-President of India
     Correct Answer:- Option-B
Question21:-Who quoted that the preamble of Indian Constitution as "Political Horoscope"?
     A:-K.M. Munshi
     B:-Dr. B.R. Amedkar
     C:-Sachidananda Sinha
     D:-Dr. Rajendra Prasad
     Correct Answer: - Option-A
Question22:-Total number of MP's from Kerala
     A:-20
     B:-26
     C:-29
     D:-21
     Correct Answer:- Option-C
Question23:-The leader of the 'Pattini Jatha'
    A:-Mannathu Padmanabhan
     B:-A.K. Gopalan
     C:-V.T. Bhattathirippad
     D:-K. Kelappan
     Correct Answer:- Option-B
Question24:-'Forming in the pupil of an eye' is the title of
     A:-Kochi-Muziris Biennale Ist edition
     B:-Pattanam Excavation
     C:-Kochi-Muziris Biennale IInd edition
    D:-Kochi-Muziris Biennale IIIrd edition
     Correct Answer:- Option-D
Question25:-When did Gandhiji returned from South-Africa to India?
     A:-July 1914
     B:-July 1915
     C:-January 1915
     D:-January 1914
     Correct Answer:- Option-C
Question26:-In which article of the Indian Constitution deals with the Uniform Civil Code for the Citizen?
     A:-43(A)
     B:-44
     C:-50
     D:-41
     Correct Answer:- Option-B
Question27:-Which is the only gland that can act as endocrine and exocrine gland in human body?
     A:-Pancreas gland
     B:-Pituitary gland
     C:-Thymus gland
     D:-Thyroid gland
     Correct Answer: - Option-A
Question28:-The person suffering from both myopia and hypermetropia can be corrected by using a ______.
     A:-Cylindrical lens
     B:-Convex lens
     C:-Bifocal lens
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Correct Answer:- Option-C
Question29:-Out of the following substance which does not undergo sublimation?
    A:-lodine
     B:-Camphor
     C:-Naphthalene
     D:-Sugar
     Correct Answer:- Option-D
Question 30:- Which of the following is not a cropping pattern useful in increasing food production?
     A:-Mixed cropping
     B:-Hybridization
     C:-Inter cropping
     D:-Crop rotation
     Correct Answer:- Option-B
Question31:-Name the First country to pass the Right to Information Act
     A:-Sweeden
     B:-Belgium
    C:-Bolivia
     D:-Denmark
     Correct Answer: - Option-A
Question32:-The Thanneermukkam barrage is built across the . .
    A:-Ashtamudi lake
     B:-Pookkode lake
     C:-Sasthamkotta lake
     D:-Vembanad lake
     Correct Answer:- Option-D
Question33:-Gandhiji met Ayyankali at Venganoor in
    A:-1935
     B:-1937
     C:-1936
     D:-1938
     Correct Answer:- Option-B
Question34:-Female oriented, community based, poverty reduction project of Govt. of Kerala, Kudumbasree was launched
    A:-17th May 1998
    B:-17th April 1998
    C:-17th June 1998
     D:-17th March 1998
    Correct Answer:- Option-A
Question35:-Which of the following is not a bacterial diseases?
     A:-Plague
     B:-Cyphilis
     C:-Mumps
    D:-Cholera
     Correct Answer:- Option-C
Question36:-The founder of World Wide Web (WWW)
     A:-Bill Gates, Paul Allen
     B:-Jan Koum, Brian Acton
     C:-Tim Berners Lee
     D:-Ray Tomlinson
     Correct Answer:- Option-C
Question37:-The Vice-Chairman and the Chief Executive Officer of NITI Aayog are appointed by
     A:-The President of India
     B:-The Prime Minister of India
     C:-The Chief Justice of India
     D:-The Joint Parliamentary Committee
     Correct Answer:- Option-B
Question38:-The Next Olympics (2020) at
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D:-Concave lens

A:-Brazil

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B:-Japan
     C:-Britain
     D:-China
     Correct Answer:- Option-B
Question39:-The poet who called Sree Narayana Guru as 'Second Buddha'?
    A:-Kumaranasan
     B:-Vallathol
     C:-Vayalar Ramavarma
     D:-G. Sankara Kurup
     Correct Answer:- Option-D
Question 40:- The founder of the 'Theosophical Society in Calicut',
     A:-Manjeri Rama Iyer
     B:-K.P. Kesava Menon
     C:-C. Krishnan
     D:-Dr. K.V. Choi
     Correct Answer: - Option-A
Question41:-Name, the INA hero who landed at Tanur, Kerala and was executed by the British?
     A:-K.B. Menon
     B:-Chembaka Raman Pillai
     C:-Vakkom Abdul Khader
     D:-Muhammad Abdul Rahiman
    Correct Answer:- Option-C
Question42:-The Hindi word 'Kitaab' is derived from which language?
     A:-Persian
     B:-Arabic
     C:-Farsi
     D:-Urdu
     Correct Answer:- Option-B
Question43:-The First Nobel Prize in Economics was awarded to
     A:-Paul A. Samuelson
     B:-Stiglitz
     C:-Amartya Sen
     D:-Jan Tinberganand Ragnar
     Correct Answer:- Option-D
Question44:-Chile Saltpetre is the common name of
     A:-Sodium nitrite
     B:-Potassium nitrate
     C:-Sodium nitrate
     D:-Potassium nitrite
     Correct Answer:- Option-C
Question45:-Who was the founder of 'Granth Sala Sangham'
    A:-P.N. Panickar
    B:-K.N. Panickar
     C:-G. Sankara Kurup
     D:-Dr. K.M. George
     Correct Answer:- Option-A
Question46:-The elements which are found in the coastal plains of Kerala are
     A:-Aluminium and Silicon
     B:-Ilmenite and Monozite
     C:-Serelium and Borax
     D:-Hematite and Copper
     Correct Answer:- Option-B
Question47:-Who started the newspaper called 'Sujananandini'?
     A:-C. Krishnan
     B:-C.V. Kunhiraman
     C:-K. Kelappan
     D:-Kesavan Asan
     Correct Answer:- Option-D
Question48:-What is the full form of MSY?
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A:-Mahila Samridhi Yojana
     B:-Mahila Samyojak Yojana
     C:-Mahila Samskrithi Yojana
     D:-Mahila Samskara Yojana
     Correct Answer: - Option-A
Question49:-The Militant Organization, "Indian Republican Army"
     A:-Yogesh Chandra Chatterjee
     B:-Jatin Mukherjee
     C:-Surya Sen
     D:-Rash Bihari Bose
     Correct Answer:- Option-C
Question50:-The term, 'United Nations' was coined by
    A:-Churchill
    B:-Roosevelt
     C:-Stalin
     D:-Jefferson
     Correct Answer:- Option-B
Question51:-By using _____ the cylinder can be rotated.
    A:-Feed rollers
     B:-Platen knobs
     C:-Ratchet wheel
     D:-Escapement wheel
     Correct Answer:- Option-B
Question52:-Fulcrum wire is also known as ______.
    A:-Detent release
     B:-Detent roller
     C:-Segment wire
     D:-Detent wire
     Correct Answer:- Option-C
Question53:-The papers which is suitable for taking carbon copies are
    A:-Manifold papers
     B:-A4 size papers
     C:-Stencil papers
     D:-None of the above
     Correct Answer: - Option-A
Question54:-_____ is used to type the letter ' i ' in a type writer.
    A:-Right small finger
     B:-Right ring finger
     C:-Right middle finger
     D:-Right index finger
     Correct Answer:- Option-C
Question55:-With the help of ______, we can type letters at the end of the paper.
    A:-Feed roll release lever
     B:-Paper release lever
     C:-Margin release lever
     D:-Overhead paper bail rods
     Correct Answer:- Option-D
Question56:-To type mathematical formulae and chemical equations ______ is used.
     A:-Detent release
     B:-Margin release
     C:-Variable line spacer
     D:-None of the above
     Correct Answer:- Option-C
Question57:-How many space should be left before a comma (,) in a type writer?
     A:-No space
     B:-Half space
     C:-Single space
     D:-Double space
     Correct Answer: - Option-A
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Question58:-Carriage rack rests on the top of
A:-Cylinder
B:-Main spring
C:-Escapement wheel
D:-Pinion wheel
Correct Answer:- Option-D
Question59:-The force of the main spring is transmitted to the carriage by means of the
A:-Carriage return
B:-Carriage rails
C:-Ratchet wheel
D:-Draw cord
Correct Answer:- Option-D
Question60:-To adjust the paper to the same line of typing for reinsertion work, is used.
A:-Card holders
B:-Line finder
C:-Line space
D:-Line space adjusting lever
Correct Answer:- Option-B
Question61:-Locking action in type writer avoids of letters.
A:-Piling
B:-Indenting
C:-Jerking
D:-Grafting
Correct Answer:- Option-A
Question62:-The movement of ribbon automatically from full spool to empty spool is known as
A:-Up and down movement
B:-Lengthwise movement
C:-Automatic reverse movement
D:-Sluggish movement
Correct Answer:- Option-C
Question63: letters can be typed in Elite typehead.
A:-6
B:-8
C:-10
D:-12
Correct Answer:- Option-D
Question64:-Confidential or urgent matters are forwarded as
A:-Official letter
B:-Demi-official letter
C:-Business letter
D:-Notifications
Correct Answer:- Option-B
Question65:-In Proceedings, 'To address' is given in the
A:-Left top
B:-Right top
C:-Left bottom
D:-Right bottom
Correct Answer:- Option-C
Question66:-In Govt. Order, below the abstract, the abstract content usually leave space between two lin
A:-Single line B:-One and half line
C:-Double line
D:-Three line
Correct Answer:- Option-A Question67:-For typing the display matter, line space should be used.
A:-Single
B:-Double C:-Three
D:-No such criteria
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	Correct Answer:- Option-D
Que	stion68:-In an official letter, 'stet' denotes
	A:-Insert correction
	B:-Ignore correction
	C:-Do not type
	D:-Type in next paragraph
	Correct Answer:- Option-B
Que	stion69:-Line lock mechanism is not released with
	A:-Margin rack
	B:-Line lock plate
	C:-Margin stop
	D:-Pinion wheel
	Correct Answer:- Option-D
Que	stion70:-Type guide is also known as
	A:-Common centre
	B:-Segment guide
	C:-Printing point
	D:-All of the above
	Correct Answer:- Option-D
Que	stion71:-If the dust clogged into the typefaces, can be removed by
	A:-Hat pin
	B:-Chamois leather
	C:-Oil
	D:-None of the above
	Correct Answer:- Option-A
Que	stion72:-The should be kept in 'off' position while rotating drum for spreading ink.
	A:-Impression roller
	B:-Operating lever
	C:-Silk carrier
	D:-Margin adjusting knobs
	Correct Answer:- Option-B
Que	stion73:-How many bevel gears are there in the long gear shaft?
	A:-1
	B:-2
	C:-3
	D:-4
	Correct Answer:- Option-B
Que	stion74:-Rotcher mechanism contains the working of
	A:-Escapement wheel and pinion wheel
	B:-Loose dog and rigid dog
	C:-Both of the above
	D:-None of the above
	Correct Answer:- Option-C
Que	stion75:-The capital letter 'D' stands for
	A:-50
	B:-100
	C:-500
	D:-1000
	Correct Answer:- Option-C
Que	stion76:-If any part of the matter is not needed in stencil, can be used.
	A:-Gum paper
	B:-Stylus pen
	C:-Impression roller
	D:-Duplicating paper
	Correct Answer:- Option-A
Que	stion77:-For typing the symbol " & " (and) in a type writer, press shift key and
	A:-6
	B:-7
	C:-8

	D:-9
	Correct Answer:- Option-B
Que	stion78:-This helps to take paper without rotating cylinder
	A:-Feed rolls release lever
	B:-Paper bail
	C:-Tabulator release lever
	D:-Segment
	Correct Answer:- Option-A
Que	stion79:-Carriage moves towards left by
	A:-Touching space bar
	B:-Pressing character keys
	C:-Pressing tabulator key
	D:-All of the above
	Correct Answer:- Option-D
Que	stion80:-The part, controls the pressure of key lever, situated at the bottom of type writer
	A:-Touch regulator
	B:-Dog block
	C:-Marginal release lever
	D:-Line space adjuster
	Correct Answer:- Option-A
Que	stion81:-The space left between the margin and the start of a paragraph is called
	A:-Spacing
	B:-Gutter
	C:-Indentation
	D:-Alignment
	Correct Answer:- Option-C
Que	stion82:-A number of letters that appears little below the normal text is called
	A:-Superscript
	B:-Subscript
	C:-Super text
	D:-Top text
	Correct Answer:- Option-B
Que	stion83:-Which item appears dimly behind the main body text?
	A:-Watermark
	B:-Background
	C:-References
	D:-Back Color
	Correct Answer:- Option-A
Que	stion84:-Margin that is added to the binding side of page when printing is called
	A:-Top Margin
	B:-Mirror Margin
	C:-Moderate Margin
	D:-Gutter Margin
	Correct Answer:- Option-D
Que	stion85:-By pressing F12, which of the following will happen?
	A:-Save As dialog box will open
	B:-Open dialog box will open
	C:-Save dialog box will open
	D:-Close dialog box will open
	Correct Answer:- Option-A
Que	stion86:-Which of the following is not the merge process?
	A:-Edit a data source
	B:-Sort the data source records
	C:-Merge the two files to print or create a new document
	D:-Format a main document
	Correct Answer:- Option-B
Que	stion87:-Regular, Italics, Bold, Bold Italic etc. are known as
	A:-Font effects
	B:-Font size

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C:-Font styles
     D:-Font scripts
     Correct Answer:- Option-C
Question88:-By using Ctrl + P, which of the following will happen?
     A:-Open Paragraph Dialog Box
     B:-Open Save Dialog Box
     C:-Open Page Format Dialog Box
     D:-Open Print Dialog Box
     Correct Answer:- Option-D
Question89:-Which key deletes the characters to the left of the cursor?
    A:-Home
     B:-Back space
     C:-Space
     D:-Delete
     Correct Answer:- Option-B
Question 90:-Which of the following is true regarding page orientation of a document?
     A:-Page orientation can be changed at any time
     B:-Page orientation of a document cannot be changed
     C:-Page orientation must be set before start typing
     D:-Page orientation of a document determines by printer
     Correct Answer: - Option-A
Question91:-What will appear on the screen, if press Shift + 7 Short key?
     A:-@
     B:-%
     C:-&
     D:-!
     Correct Answer:- Option-C
Question92:-Draw a line throw the middle of the selected text is known as _____
    A:-Strikethrough
     B:-Change case
     C:-Subscript
     D:-None of these
     Correct Answer: - Option-A
Question93:-The Key used to move the cursor by a fixed number of spaces is the
    A:-Backspace key
     B:-Tab key
     C:-Alt key
     D:-Shift key
     Correct Answer:- Option-B
Question94:-Which of the following short key is used for deleting the selected item permanently without placing the item in
the Recycle Bin?
     A:-Alt + Delete
     B:-Ctrl + Delete
     C:-Shift + Delete
     D:-None of these
     Correct Answer:- Option-C
Question95:-The ability to combine name and addresses with a standard document is called . .
     A:-Paragraph formatting
     B:-Form letters
     C:-Drop cap
     D:-Mail merge
    Correct Answer:- Option-D
Question96:-Which is the following is used as Word Processor in Linux Operating System?
     A:-Base
     B:-Writer
     C:-Calc
     D:-Impress
     Correct Answer:- Option-B
Question97:-Which can be used for quick access to commonly used commands and tools?
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A:-Menu Bar
B:-Title Bar
C:-Tool Bar
D:-Status Bar
Correct Answer:- Option-C
Question98:-Ctrl + N is used to
A:-Save document
B:-Open document
C:-Close document
D:- New document
Correct Answer:- Option-D
Question99:-In which of the following option is used for inserting decorative text in a document?
A:-Clip Art
B:-Text Box
C:-Word Art
D:-Book mark
Correct Answer:- Option-C
Question100:-Create a large capital letter at the beginning of a paragraph is named as
A:-Drop Cap
B:-Word Count
C:-Bookmark
D:-Smart art

Correct Answer:- Option-A