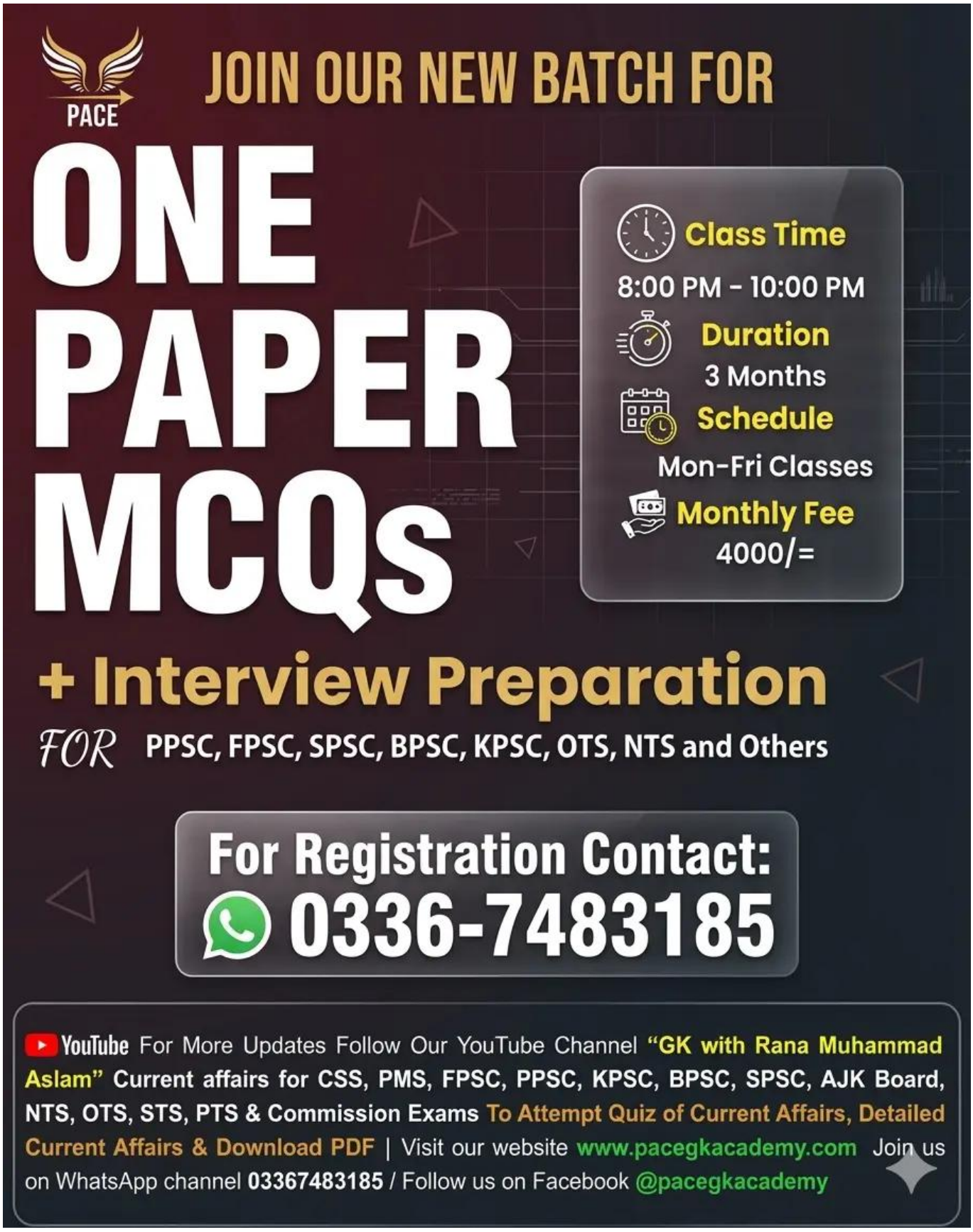
Service Centre Officials

(Land Record Authority)



Service Centre Officials

Q.1: SAMINA BAIG distinguished herself in the field of;
A. **Mountaineering**
B. Film making
C. Journalism
D. Handicrafts

Q.2: 'Antenna' is used in :
A. Football
B. Basketball
C. Handball
D. **Volleyball**

Q.3: In which year , FIH (International Hockey Federation) was established ?
A. 1980
B. 1920
C. **1924**
D. 1922

Q.4: The world's largest coral reef "The great Barrier Reef is in":
A. Canada
B. Sweden
C. **Australia**
D. France

Q.5: "Warsak Dam" has been built on the river:
A. Indus
B. Korang
C. **Kabul**
D. Sultej

Q.6: The capital city of Germany is :
A. Munich
B. **Berlin**
C. Hamburg
D. Cologne

Q.7: Baglihar dam is constructed on river _____in India .
A. Ravi
B. Beas
C. Sutlej
D. **Chenab**

Q.8: 'Ringgit' is the currency of:
A. Sudan
B. Nigeria
C. Finland
D. **Malaysia**

Q.9: _____maintains (s) database of webpage containing information on variety of topics .
A. Newsgroup
B. News server
C. **Search Engines**
D. World Wide Web

Q.10: _____alignment is used in newspaper magazines and novels
A. **Full justification**
B. Justification
C. Left justification
D. Right justification

Q.11: Which of the following is not a binary number?
A. 001
B. 100
C. **102**
D. 110

Q.12: Which is a vallid program to access the Internet ?
A. Access
B. Front Page
C. Windows Explorer
D. **Google Chrome**

Q.13: ___is used to draw picture, 3D images and animation .
A. **Graphic Software**
B. Multimedia Software
C. Word processing software
D. Spread sheet Software

Q.14: When you link data maintained in an excel work book to a word document :
A. The word document cannot be edited
B. **To word document contains a reference to the orginal source application**
C. The word document must contains a hyberlink
D. The word document contains a copy on the actual data

Q.15: In PowerPoint 2016, 'Rehearse Timing ' option is availble in:
A. Home Tab
B. **Slide Show Tab**
C. Review Tab
D. Design Tab

Q.16: Computer at home can be used to perform :
A. Record keeping
B. Watching movies and games
C. Making budget
D. **All of the above**

Q.17: In computer communication "Verification " is process of?
A. Access
B. Login
C. Logout
D. **Authentication**

Q.18: How can the risk of unauthorized computer system access be reduced when connected to an internet?
A. By installing anti-spam software
B. **By using a firewall**
C. By setting up a WAN
D. By encrypting all data store in the system

Q.19: To search and view a Web page , the software used is_____
A. Web
B. World Wide Web
C. **Web browser**
D. Search Engine

Q.20: In MS Word 2016 , to extend a selection to adjacent cells of the table:
A. **Hold down SHIFT and press an arrow key repeatedly**
B. Press ALT+A
C. CTRL+ALT+H
D. ALT+END

Q.21: In MS Word 2016, a _____ contains button , boxes and menus that allow tasks to be performed more quickly than using the menu bar.
A. Farmat bar
B. **Status bar**
C. Command bar
D. Toolbar

Q.22: Maximum zoom percentage in MS Powerpoint is_____
A. 200
B. **400**
C. 600
D. 800

Q.23: Which is the full form of WI-FI
A. **Wireless Fidelity**
B. Wired Fiderlity
C. Wireless Focus
D. Wireless field

Q.24: Common methods of Internet access by using include:
A. Broadband over coaxial cable
B. Fiber optics or copper wire s
C. Wi-Fi
D. **All of these**

Q.25: Data that changes continuosly and cane have discrete values is called :
A. **Contineous Data**
B. Analogue Data
C. Both a and B
D. None of these

Q.26: A/an _____ contains Information like to image or music.
A. Gadget
B. **File**
C. Keyboard
D. Inter browser

Q.27: IBM stands for
A. **International Business Machines**
B. Inernational Buy Mechanism
C. Internet Business Machines
D. None of these

Q.28: In banks, the data on cheques is read by in following device:
A. OCR
B. OMR
C. **MICR**
D. Bar-code reader

Q.29: _____uses information systems to do an activity cheaper, faster , accurately and consistently.
A. Genetics
B. Robotics
C. **Automatic**
D. None of These

Q.30: In which type of operating system time intervals to process and respond to inputs is very small?
A. Distributed Operating System
B. Network Operating System
C. **Real Time Operating System**
D. Time Sharing Operating System

Q.31: Larry page is the best known for being one of the co-founder of:
A. Apple company
B. **Google**
C. Twitter
D. None of these

Q.32: Who is the creator of Linux Operating System ?
A. Larry Ellison
B. James Goslig
C. **Linus Torvalds**
D. Martha lane fox

Q.33: In a computer what does OS stand for?
A. Optical Sensibility
B. Order of Significance
C. **Operating System**
D. Organized Software

Q.34: The area that generally contains My Computer, My Document, and Recycles Bin is called :
A. **Desktop**
B. Tiptop
C. Screen
D. None of these

Q.35: From which of the following can the User Account be changed?
A. Settings
B. **Control Panel**
C. System Restore
D. Computer Name

Q.36: In computing , what does DOS stand for ?
A. Data Only System
B. Disk Only System
C. Data operating System
D. **Disk Operating System**

Q.37: In MS Windows which of the following is program group?
A. **Accessories**
B. Paint
C. Word
D. All of these

Q.38: A common name for software errors is:
A. **Bugs**
B. Trojans
C. Logic bombs
D. Viruses

Q.39: A common, PDF stand for :
A. Peripheral Device Front
B. **Portable Document Format**
C. Peritable Document Format
D. Portable Device Form

Q.40: _____ are instructions that tell a computer what to do
A. Input devices
B. Hard ware
C. Memory cards
D. **Software**

Q.41: "Add or Remove programs" is a (an) :
A. Productivity software
B. File manager
C. **Utility program**
D. Device Driver

Q.42: A computer virus is
A. A Micro organism
B. Electromagnetic waves entering computer through a nerwork
C. A userfull micro component of a computer
D. **A computer program**

Q.43: Which key should be pressed to start a new paragraph in MS_Word :
A. Down cruser key
B. **Enter Key**
C. Shift+Enter
D. ctrl +Enter

Q.44: Shortcut key to switch to the next window is
A. **Alt+Tab**
B. Shift +Tab
C. Alt+Ctrl
D. Ctrl+Tab

Q.45: In a Windows PC CTRL +K in Microsoft Powerpoint is the shortcut for :
A. Shifting
B. Highliting
C. Dragging
D. **Inserting a hyperlink**

Q.46: In MS Word , which sortcut key is used to center the selected line?
A. Ctrl+F
B. **Ctrl+E**
C. Ctrl+M
D. Ctrl+D

Q.47: In MS Word 2016 , which shortcut key is used to replace text or specific formatting ?
A. Ctrl +K
B. Ctrl +T
C. **Ctrl+H**
D. Ctrl+Shift +M

Q.48: A file that contains readymade styles that can used for a presentation is called?
A. Auto Syle
B. Wizard
C. **Template**
D. Pre foramtting

Q.49: MS Power Point is a /an example of :
A. **Multimedia software**
B. Graphics software
C. Spread sheet
D. Entertainment software

Q.50: In MS Powerpoint slide master option is available in _____tab
A. Home
B. Insert
C. **View**
D. Design

Q.51: What are the effects that occur when you move from one slide to the next during a PowerPoint presentation called ?
A. Custom animation
B. **Slide transitions**
C. Present Animations
D. Loom effects

Q.52: Word Art option exists in:
A. Setup
B. **Text**
C. Timing
D. Slides

Q.53: The contents of two or move consecutive cells could be put togather using :
A. Shrink to fit
B. Wrap Text
C. **Merge Cells**
D. Center Alignment

Q.54: Sorting can be done by_____
A. Alphabetically only
B. Numerically only
C. Date and time
D. **All of these**

Q.55: In MS Excel , On the Insert tab includes:
A. **Chart**
B. Alignment
C. Style
D. All of these

Q.56: Readymade templates are availble under _____tab in Now option.
A. Home
B. **File**
C. Insert
D. Data

Q.57: The distinguishing feature of a spreadsheet program is that it allows you to:
A. Enter data
B. **Perform calculations on data**
C. Format data
D. Print data

Q.58: This allows to enter new data at the current position of the cursor:
A. Word Wrap
B. Insert Text
C. **Insertion Mode**
D. Overtype Mode

Q.59: Which of the following step is wrong to change the paper sizi?
A. Click the Page Layout tab
B. In Page Setup group click the size command
C. **With a left click select the desired paper size**
D. To customize page size click the 'Customize Size 'option

Q.60: This displays the positioning of text , tabs, margins, indents and other elements on the page:
A. **Ruler**
B. Status bar
C. Document Window
D. Cursor

Q.61: In MS Word, while assigning a shortcut key to a symbol, try to select a key combination that is
A. Having same font size and style
B. Assigned to another task
C. **Unassigned to any other task**
D. Having same font family as the symbol

Q.62: Vitamin C is present in:
A. Milk
B. Wheat
C. **Oranges**
D. Ten

Q.63: Removal of top siol by wind or water is called ?
A. **Erosion**
B. Food
C. Water logging
D. Creeping

Q.64: جب کبھی حرف واؤ(و) دو اسموں کو ملائیے تواسے تنہا لکھا جاتاہیے۔ جیسےخوش و خرم ۔ ایسے واو(ؤ) کو گرائمر کی روسے کیا کہا جاتا ہیے؟
A. واو ساکن
B. واو مجہول
C. واو معروف
D. **واو عاطفہ**

Q.65: روزن دیوار سے " کے نام سے کس "صحافی کا کالم جنگ اخبار میں چھپتاہے؟
A. **عطاء الحق قاسمی**
B. جاویدچودھری
C. حامد میر
D. اور یا مقبول جان

Q.66: اردو کلاسیکل اور جدید شاعری کا سنگم کس شاعر کو قرار دیا جاتا ہے؟
A. مولانا محمد حسین آزاد
B. **خواجہ الطاف حسین حالی**
C. مولانا حسرت موہانی
D. علامہ اقبال

Q.67: مسدس کے ہر بند میں کتنے مصرے ہوتےہیں ؟
A. چار
B. پانچ
C. **چھ**
D. آٹھ

Q.68: Swim is to Fish as Walk is to _____
A. **Man**
B. Bird
C. Chair
D. Legs

Q.69: Fill in the blank:I had the privilege_____ knowing him intimately.
A. **of**
B. in
C. for
D. with

Q.70: Antonym of Spendthrift is :
A. Mean
B. Bold
C. Cautious
D. **Miser**

Q.71: "Cat" is to "kitten " as "Dog " is to_____
A. **Puppy**
B. Colt
C. Calf
D. Baby

Q.72: If average of 7 numbers is 40 . What was the sum of the numbers?
A. 400
B. 70
C. 700
D. **280**

Q.73: The position number which when multiply be itself gives 422500is:
A. **650**
B. 625
C. 600
D. 775

Q.74: At the end of a conference, the 10 people present all shake hands with each other once. How many handshakes will there be algother?
A. 20
B. 35
C. **45**
D. 55

Q.75: Haider made a profit of 25% in the first year . Next year he had a loss of 20% on the capital he had at the beginning of second year. What was his overall loss or profit?
A. 4% loss
B. 5% gain
C. 5% loss
D. **0%**

Q.76: The heads of Zakat are :
A. Seven
B. **Eight**
C. Nine
D. Ten

Q.77: Give the name of founder of the Abbasid dynasty who is historically known as " As-Saffah"
A. Al Mansoor
B. **Abu Al Abbad**
C. Al Mahdi
D. None of these

Q.78: Which night's "Ibadat", during the month of Ramdan , is considered better than"Ibadat" of thousand months?
A. **Laila ul Qadr**
B. Shab e brat
C. Shab e Miraj
D. None of these

Q.79: Quaid e Azam Solar Park is one of the biggest projects for solar power generation in Pakistan. Where is it located ?
A. Multan
B. Sukkur
C. Rahim Yar Khan
D. **Bahawalpur**

Q.80: Who became the Prime Minister of Pakistan after the death of Liaqat Ali Khan ?
A. Mohd. Ali Bogra
B. Ghulam Muhammad
C. **Kh Nazimuddin**
D. Ch Muammad Ali

Q.81: Javed Iqbal was chairman of the :
A. Election Commission
B. **National Accountability Bureau**
C. Senate
D. National Assembly

Q.82: Pakistan's first ambassador in the United State was:
A. **M.A.H . Isphahni**
B. Patras Bukhari
C. K.k Aziz
D. None of these

Q.83: The numbers of the Constituent Assembly were increased from the original number of 69,to:
A. **79**
B. 89
C. 99
D. 100

Q.84: When did sir Syed Ahmad Khan die?
A. 1896AD
B. 1897AD
C. 1895AD
D. **1898AD**

Q.85: Bulleh Shah was famous in the field of:
A. Medicine
B. **Poetry**
C. Politics
D. Diplomacy

Q.86: Tolstoy a great literary figure and author of Anna Karenina and War and Peace belonged to_____
A. France
B. Yugoslavia
C. Germany
D. **Russia**

Q.87: Who took over as the Prime Minister of the United Kingdom following David Cameron's decision to step down after the Brexit vote?
A. David Miliband
B. **Theresa May**
C. Andrea Leadsom
D. Ben Johson

Q.88: International Nurses Day is celebrated on which of following date every year all over the world?
A. 11th May
B. **12th May`**
C. 14th May
D. 15th May

Q.89: Who is the last king of Afghanistan ?
A. Ahmad Shah Durrani
B. **Zahir Shah**
C. Amanullah Khan
D. Najibullah Khan

Q.90: Among the following , which country is known as " Pearl of Antilles"?
A. Cuba
B. South Africa
C. **Taiwan**
D. India

Q.91: Which of the following institutions was established as a result of Breton Woods Conference1944?
A. Interpol
B. International court of Justice
C. ADB
D. **None of these**

Q.92: Union Jack is the name of the flag of which country?
A. **United Kingdom**
B. Ireland
C. Canada
D. Scotland

Q.93: What is the number of Permanent Members of the United Nations Security Council?
A. Four
B. **Five**
C. Eight
D. Ten

Q.94: Ring of Fire is attributed to:
A. **Pacific ocean**
B. AtIntic Ocean
C. Arctic Ocean
D. None of these

Q.95: Nehru Report was produced by Motilal Nehru in_____
A. 1925
B. **1928**
C. 1930
D. 1932

Q.96: Name of the current head of IMF?
A. Rober william
B. **Kristalina Georgieva**
C. Angela Market
D. None of these

Q.97: What are learned and shared behavior and beliefs called ?
A. **Culture**
B. Food
C. Language
D. Ethnicity

Q.98: Plato was Aristotle's"
A. **Teacher**
B. Friend
C. Student
D. Son

Q.99: What is the full form of "CTBT" ?
A. Common trading and Bussiness Terminal
B. Common Test for Bank Tellers
C. Computerised Topography and Bio Technology
D. **Comprehensive Test Ban Treaty**

Q.100: Sheikh Abdul Qadir jilani is buried at:
A. Bait-ul -Maqdus
B. Tehran
C. Qom
D. **Baghdad**

Service Centre Officials
(Answer Key)

1. **A**	2. **D**	3. **C**	4. **C**	5. **C**	6. **B**	7. **D**	8. **D**	9. **C**	10. **A**
11. **C**	12. **D**	13. **A**	14. **B**	15. **B**	16. **D**	17. **D**	18. **B**	19. **C**	20. **A**
21. **B**	22. **B**	23. **A**	24. **D**	25. **A**	26. **B**	27. **A**	28. **C**	29. **C**	30. **C**
31. **B**	32. **C**	33. **C**	34. **A**	35. **B**	36. **D**	37. **A**	38. **A**	39. **B**	40. **D**
41. **C**	42. **D**	43. **B**	44. **A**	45. **D**	46. **B**	47. **C**	48. **C**	49. **A**	50. **C**
51. **B**	52. **B**	53. **C**	54. **D**	55. **A**	56. **B**	57. **B**	58. **C**	59. **C**	60. **A**
61. **C**	62. **C**	63. **A**	64. **D**	65. **A**	66. **B**	67. **C**	68. **A**	69. **A**	70. **D**
71. **A**	72. **D**	73. **A**	74. **C**	75. **D**	76. **B**	77. **B**	78. **A**	79. **D**	80. **C**
81. **B**	82. **A**	83. **A**	84. **D**	85. **B**	86. **D**	87. **B**	88. **B**	89. **B**	90. **C**
91. **D**	92. **A**	93. **B**	94. **A**	95. **B**	96. **B**	97. **A**	98. **A**	99. **D**	100. **D**