

Shortcut Key of UNDO is –

- A) Ctrl + X
- B) Ctrl + H
- C) Ctrl + Y
- D) Ctrl + Z

Correct Answer : D

2. What is the character to be shortened to its normal shape and display something below its location ?

- A) Superscript
- B) Drop Cap
- C) Subscript
- D) Alignment

Correct Answer : C

3. What is the character displayed by showing it slightly above its normal size?

- A) Superscript
- B) Drop Cap
- C) Subscript
- D) Alignment

Correct Answer : A

4. What is the full form of PDF?

- A) Picture Document Format
- B) Portable Document Format
- C) Portable Direct Format
- D) Pixel Document Format

Correct Answer : B

5. Which page size paper is used in the laser printer?

- A) A4
- B) Letter
- C) Legal
- D) All of these

Correct Answer : D

6. The layout of the page depends on \_\_\_\_\_

- A) On page size
- B) On Text
- C) On Paragraph
- D) All of these

Correct Answer : A

7. Which of these software can be a master page?

- A) PageMaker
- B) Painting
- C) Photoshop
- D) All of these

Correct Answer : A

8. What is the extension of file created in PageMaker ?

- A) Psd
- B) Pmd
- C) Tiff
- D) Txt

Correct Answer : B

9. Which company had developed PageMaker?

- A) Microsoft
- B) Adobe Corporation
- C) Aldus Corporation
- D) Intel

Correct Answer : C

10. What is the unit to measure the quality of the picture?

- A) DPI
- B) LPI
- C) PPI
- D) CCD

Correct Answer : A

11. Which menu contains the Find option in Pagemaker?

- A) Edit
- B) Insert
- C) Utilities
- D) View

Correct Answer : C

12. When did Pagemaker begin?

- A) 1980
- B) 1985
- C) 1990
- D) 1995

Correct Answer : B

13. How many columns are in the newspaper?

- A) 10
- B) 9
- C) 8
- D) 7

Correct Answer : 8

14. Which one of these is not size of paper ?

- A) A1
- B) A3
- C) A5
- D) A6

Correct Answer : D

15. What is the first step of the page layout for desktop publishing –

- A) Selecting Page Size
- B) Selecting Page Border
- C) Selecting the page margin
- D) None of these

Correct Answer : A

16. Which of these is not the main part of the PageMaker application ?

- A) Title Bar
- B) Color Palette
- C) Drawing Toolbar
- D) Control Palette

Correct Answer : C

17. Which of the following is not a menu in PageMaker ?

- A) Elements
- B) Type
- C) Utilities
- D) Format

Correct Answer : D

18. Which of these tools is not in the toolbox-

- A) Ellipse Tool
- B) Polygon Tool
- C) Rotating Tool
- D) Move Tool

Correct Answer : D

19. The Shortcut key of ZOOM OUT is –

- A) Ctrl + +
- B) Ctrl + –
- C) Ctrl + O
- D) Ctrl + Z

Correct Answer : B

20. How many menus are there in PageMaker ?

- A) 6
- B) 7
- C) 8
- D) 9

Correct Answer : D

21. SHIFT + F7 is the shortcut key of \_\_\_\_

- A) Zoom Tool
- B) Hand Tool
- C) Ellipse Tool
- D) Crop Tool

Correct Answer : B

22. How many VIEWS are there in the PageMaker's control palette?

- A) 2
- B) 3
- C) 4
- D) 5

Correct Answer : B

23. Which option is used to import text on the page in Page Maker ?

- A) Open
- B) New
- C) Insert
- D) Place

Correct Answer : D

24. Which of these is related to vertical alignment in Page Maker ?

- A) Frames
- B) Page Setup
- C) Table
- D) Picture

Correct Answer : A

25. What is the full form of GUI

- A) Graphical User Interface
- B) Graphics User Integrate
- C) Graphics Universal Interface
- D) Graphics User Interchange

Correct Answer : A

26. By using of which tool we can insert a picture in PageMaker?

- A) Picture Palette
- B) Clip Art
- C) Diagram Tool
- D) Insert Graphics

Correct Answer : A

27. Which of the following is not palette in PageMaker?

- A) Style Sheets
- B) Control
- C) Colors
- D) Document Layout

Correct Answer : D

28. What is the minimum font size in PageMaker?

- A) 8
- B) 7
- C) 6
- D) 4

Correct Answer : D

29. Which of the following options can not be the style sheet?

- A) Drop Cap
- B) Leading
- C) Font Color
- D) Line End

Correct Answer : A

30. Which option does the text flow in PageMaker?

- A) Standard
- B) Auto Flow
- C) Semi-Auto Flow
- D) All of the Above

Correct Answer : D

31. Which menu contains the font option in PageMaker ?

- A) Layout
- B) Type
- C) Utilities
- D) Element

Correct Answer : B

32. Which menu contains the frame option in PageMaker?

- A) File
- B) Utilities
- C) Element
- D) None of these

Correct Answer : C

33. Which of these options is not in the PageMaker?

- A) Toolbox
- B) Style and Color Palette
- C) Control Palette
- D) Slide Palette

Correct Answer : D

34. How many types of screen view in PageMaker?

- A) 2
- B) 3
- C) 4
- D) 5

Correct Answer : A

35. Which of these views is not in the PageMaker?

- A) Layout View
- B) Story Editor View
- C) Outline View
- D) None of these

Correct Answer : C

36. Which option is used to display master items on a page in PageMaker ?

- A) Display Master Item
- B) Show Master Item
- C) View Master Item
- D) Insert Master Items

Correct Answer : A

37. Which option is used to change the order of pages in PageMaker ?

- A) Page Orientation
- B) View Pages
- C) Sort Pages
- D) Range Pages

Correct Answer : C

38. Which menu contains Insert Pages option ?

- A) File
- B) Layout
- C) Element
- D) Utilities

Correct Answer : B

39. What is the default font size in PageMaker ?

- A) 11
- B) 12
- C) 13
- D) 14

Correct Answer : B

40. How many alignments are there in PageMaker ?

- A) 3
- B) 4
- C) 5
- D) 6

Correct Answer : C

41. Which menu contains the Story Editor option ?

- A) File
- B) Edit
- C) View
- D) Insert

Correct Answer : B

42. What are the shortcut to window fit in window in Pagemaker ?

- A) Ctrl+0
- B) Ctrl+1
- C) Ctrl+2
- D) Ctrl+3

Correct Answer : A

43. Which menu contain the Show Master Page option in Pagemaker?

- A) Layout
- B) Window
- C) Element
- D) Utilities

Correct Answer : B

44. Which of the options is not available in the Type Style in Pagemaker ?

- A) Bold
- B) Italic
- C) Strikethrough
- D) Indent

Correct Answer : D

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