

## Computer Operator Practical Exam Old Questions Collection

### PowerPoint

#### Q.No.1

Create a presentation for a teacher to present in his class about Computer Generations. The presentation should contain 5 slides, one for each generation. The text should appear flying in when slide show. [2 marks]

#### MS PowerPoint Questions (Kathmandu)

- Prepare 3 slides about your college.
- Use textured background and animations

#### Q.No.2

Create a presentation (at least 3 slides) about Public Service Commission and its objectives. Use automatic slide advancement.

#### Q.No.3

Make a presentation with in 3 slides to describe about yourself. Use automatic slide advancement effect by 5 seconds.

#### Q.No.4

Prepare a presentation about sales details of a company.  
Show the sales details in bar diagram.

#### Q.No.5

Prepare a presentation with animation and transition for the text of question number 2 with minimum three slides.

#### Q.No.6

Perform following tasks in PowerPoint [3]

a. Create a slide with following

#### Computer Generations

- First Generation
- Second Generation
- Third Generation
- Fourth Generation
- Fifth Generation

Item	Sales Qty
Hard Disk	1500
CPU	2250
Mouse	3000
Keyboard	1250

b. Apply custom animation so that those five generations will appear flying in. [1]

**Q.No.7**

Create a presentation file with 5 slides. Apply transition effect and slide advances in every two seconds automatically. [3 marks]

**Q.No.8**

Create a presentation with 10 slides. Edit master slide to display your symbol number at the top right corner of every slide. Write "Computer Operator" as notes for second slide. Apply to all the slides. [3]

**Q.No.9**

Create a presentation with 3 slides to give introduction to where you live. Set the auto timing to show for 1 second, 3 seconds and 1 second for first, second and third slide respectively. Show the slide numbers at the bottom right of each slide. [3]

**Q.No.10**

Create 2 slides, when slideshow starts after first slide second slide will display after 50 seconds without clicking mouse and using keyboard. (2068)

**Q.No.11**

Make a presentation describing "Public Service Commission" in 3 slides with suitable animation. (Hetauda)

**Q.No.12**

Create a presentation with 3 slides. The first slide will contain title and subtitle. Second slide should contain title and a chart. The last slide will contain the text 'Thank You'. Apply 'Textured' slide design to the presentation.

**Q.No.13**

Prepare 3-slides giving introduction about your company or collage you studied. (2070)

1. Create a presentation on any topic with heading of topic using three slides. Give any suitable transition on every slide. (2071)

**Q.No.14**

Create a presentation with following specification: (1)

First Slide: Display exam center and your symbol number.

Second Slide: Type Illustration as title and insert a picture.

Third Slide: Display 'Thank You'

And draw spiral motion path and animate the picture in second slide. (2)

**Q.No.15**

Create a presentation with three slides to introduce your village. (1)

Set up slide timing so that first slide will appear for 2 seconds, second slide for 3 seconds and third slide for 2 seconds. (2)

**Q.No.16**

Create a presentation with 10 slides. Enter 'Computer Operator' as footer. (1)

Enable slide number and display it at the top right corner of every slide. (2)

**Q.No.17**

Create a presentation with 3 slides. First Slide will display the name of Exam Center. Second Slide will display the Address of Exam Center as title and an image below the title. Display today's date on third slide. (1)

Apply slide transition and make it advance automatically after every 2 seconds. (2)

**Q.No.18**

Create a presentation with 1 slides and enter following date. Then apply custom animation so that all the bulleted text will appear flying in: (2)

**Computer Programming Language**

- High Level Programming Language
- Low Level Programming Language

**Q.No.19**

Create a presentation with 3 slides. The first slide will contain title and subtitle. Second slide should contain title and a chart. The last slide will contain the text 'Thank You'. Apply 'Textured' slide design to the presentation. (2)

**Q.No.20**

Create a presentation to describe your village with 4 slides. Apply 2 seconds transition to every slide.

**Q.No.21**

Create a presentation for a teacher to present in his class about Computer Generations. The presentation should contain 5 slides, one for each generation. The text should appear flying in when slide show.

**Q.No.22**

Create a presentation to introduce Public Service Commission. Make slides to change in every 2 seconds automatically. Display slide number at the top right corner in every slide. (2)

**Q.No.23**

Make 3 slides with your introduction and Academy Qualification, insert picture. Insert current date and time in footer and slide number. (Surkhet, 2069)

**Q.No.24**

Prepare presentation any college and apply suitable animation. (Surkhet, 2071)

**Q.No.25**

Create two slides first must be title slide and next will title and content slide.

Create a graph chart on second slide and set custom animation for graph so that graph will entrance automatically after previous with flying effect from left.

Set different slide transition for each slide. Set timing for transition so second slide must be display automatically after 2 seconds and slideshow must end after 5 seconds automatically. (2069, 4 marks)

**Q.No.26**

Create a presentation (at least 3 slides) about Computer Operator. (Dipayal, 2071)

**Q.No.27**

Prepare a PowerPoint Presentation to introduce your School with at least 3 slides, use appropriate animations in your slides. (3) (Dipayal, 2070)

**Q.No.28**

Make a presentation describing "Public Service Commission" in 3 slides with suitable animation (Hetauda, ACO, 2071)

**Q.No.29**

Prepare a presentation of any company including at least 3 slides and apply automatically display after 5 second.

**Q.No.30**

Create presentation for a Computer Institute as indicated below: (2070)

Slide 1: Company name and Address.

Slide 2: Service of Company.

Slide 3: Course name and Fee

- Introduce suitable transition effect to the title of each slide.

**Q.No.31**

Prepare profile of staff any company including Name, Post and Address.

**Q.No.32**

Prepare the presentation about advantage and disadvantage of Television and when the slideshow starts from beginning, second slide will display after 30 seconds without clicking mouse and using keyboard.

**Q.No.33**

Create 10 Photo slide show playing continues while slide showing.

**Q.No.34**

Create minimum three slides on PowerPoint about any organization and use transition effect.

**Q.No.35**

Create the three slides of any organization and different animate and make automatic display after 2 second.

**Q.No.36**

Prepare a presentation with animation and transition for the organization with minimum three slides.

**Q.No.37**

Create a presentation with 3 slides to give introduction to where you like. Set the auto timing to show for 1 second, 3 seconds. and 1 second for first, second and third slide respectively. Show the slide numbers at the bottom right of each slide.

**Q.No.38**

Create a presentation with 10 slides. Edit master slide to display your symbol number at the top right corner of every slide. Write "Computer Operator" as notes for second slide. Apply random transition to all the slides.

**Q.No.39**

Prepare 5 slides presentation using introduction of Lok Sewa Aayog and apply the slide transition and background.

**Q.No.40**

Prepare your details using the presentation.

**Q.No.41**

Prepare 5 slides presentation using Introduction of Nepal and apply the slide transition background.

**Q.No.42**

Make table and insert following data on first slide.

Items	Sales (Amount)
Apple	12000
Mango	10000
Grapes	20000
Orange	15000

**Q.No.43**

Perform following tasks in PowerPoint [3]

2. Create a presentation with gradient blue color filled in slide background. The content of slides will be as follows: [3]

Enter the production in slide and place a 2D bar chart.

	<b>Bearing</b>	<b>Crone</b>	<b>Chasis</b>
First Qtr	4.3	2.4	2
Second Qtr	2.5	4.4	2
Third Qtr	3.5	1.8	3
Fourth Qtr	4.5	2.8	5