

QB365 Question Bank Software Study Materials

An Introduction to Adobe PageMaker 50 Important 1 Marks Questions With Answers (Book Back and Creative)

12th Standard

Computer Technology

Total Marks : 50

Multiple Choice Question

50 x 1 = 50

- 1) DTP stands for _____
(a) Desktop Publishing (b) Desktop Publication (c) Doctor To Patient (d) Desktop Printer
- 2) _____ is a DTP software.
(a) Lotus 1-2-3 **(b) PageMaker** (c) Maya (d) Flash
- 3) Which menu contains the New option?
(a) File menu (b) Edit menu (c) Layout menu (d) Type menu
- 4) In PageMaker Window, the area outside of the dark border is referred to as _____.
(a) page **(b) pasteboard** (c) blackboard (d) dashboard
- 5) Shortcut to close a document in PageMaker is _____
(a) Ctrl + A (b) Ctrl + B (c) Ctrl + C **(d) Ctrl + W**
- 6) A _____ tool is used for magnifying the particular portion of the area.
(a) Text tool (b) Line tool **(c) Zoom tool** (d) Hand tool
- 7) _____ tool is used for drawing boxes
(a) Line (b) Ellipse **(c) Rectangle** (d) Text
- 8) Place option is present in _____ menu.
(a) File (b) Edit (c) Layout (d) Window
- 9) To select an entire document using the keyboard, press _____
(a) Ctrl + A (b) Ctrl + B (c) Ctrl + C (d) Ctrl + D
- 10) Character formatting consists of which of the following text properties?
(a) Bold (b) Italic (c) Underline **(d) All of these**
- 11) Which tool lets you edit text?
(a) Text tool **(b) Type tool** (c) Crop tool (d) Hand tool
- 12) Shortcut to print a document in Pagemaker is _____
(a) Ctrl + A **(b) Ctrl + P** (c) Ctrl + C (d) Ctrl + V
- 13) In Pagemaker press Ctrl + P _____ box appears
(a) print dialog box **(b) print document dialog box** (c) print setup dialog box (d) None of these
- 14) In document setup dialog box _____ is used to set the portrait orientation
(a) Tall (b) Portrait (c) Page (d) both a and b

- 15) Which of the following is not a palette in PageMaker?
(a) Style Sheets (b) Control (c) Colors **(d) Document Layout**
- 16) If you press the [command] key while your pointer contains loaded text; what happens:
(a) Nothing (b) The text is deleted (c) The pointer becomes an Standard pointer
(d) The pointer becomes an Auto Flow pointer
- 17) The largest font size in PageMaker is:
(a) 650 (b) 72 (c) 823 (d) 1,200
- 18) The smallest font size in PageMaker is:
(a) 8 (b) 7 (c) 6 **(d) 4**
- 19) How many master pages can you have?
(a) Unlimited **(b) 255** (c) 172 (d) 2
- 20) What is Leading?
(a) The space between paragraphs. (b) The space between two characters.
(c) The space between more than two characters. **(d) The space between lines.**
- 21) If you wanted to "shuffle" or "reorder" your pages, you would use which PageMaker command?
(a) Shuffle (b) Document Layout palette **(c) Sort Pages** (d) You can not shuffle pages in PageMaker
- 22) Which of the following are text flow options in PageMaker?
(a) Standard (b) AutoFlow (c) Semi-Auto Flow **(d) All of the above**
- 23) Which feature could you use if the job is finished and you are ready to send it to your printer?
(a) Collect for Output (b) Make Ready (c) Shrink, Zip and Go **(d) Save for Service Provider**
- 24) Which command is NOT found in the Utilities menu?
(a) Book (b) Define Colors **(c) Define Styles** (d) Plug-ins
- 25) By default, graphics larger than _____ are stored in the PageMaker publication:
(a) 1 MB **(b) 256 KB** (c) 16 KB (d) Files are never stored in the publication
- 26) What is the largest Page Maker publication you can have (in number of pages):
(a) 9999 **(b) 999** (c) 9 (d) 9,9
- 27) Which menu of Page Maker contains the font option?
(a) layout **(b) type** (c) utilities (d) element
- 28) In Page Maker which menu contains Frames option?
(a) file (b) utilities **(c) element** (d) none of these
- 29) What is the extension of PageMaker file?
(a) .cdr **(b) .pmd** (c) .gif (d) none of these
- 30) The name of the areas that include the color swatches, layers and toolbox is _____.
(a) gradients (b) colors **(c) palette** (d) all of these
- 31) Which menu in Page Maker contains the zoom option?
(a) file **(b) view** (c) utilities (d) none of these

- 32) Shortcut Key of UNDO is _____.
- (a) Ctrl + X (b) Ctrl + H (c) Ctrl + Y (d) **Ctrl + Z**
- 33) 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
- 34) What is the character displayed by showing it slightly above its normal size?
- (a) **Superscript** (b) Drop Cap (c) Subscript (d) Alignment
- 35) What is the full form of PDF?
- (a) Picture Document Format (b) **Portable Document Format** (c) Portable Direct Format (d) Pixel Document Format
- 36) Which page size paper is used in the laser printer?
- (a) A4 (b) Letter (c) Legal (d) **all of these**
- 37) What is the extension of file created in PageMaker?
- (a) Psd (b) **Pmd** (c) Tiff (d) Txt
- 38) Which company had developed PageMaker?
- (a) Microsoft (b) Adobe Corporation (c) **Aldus Corporation** (d) Intel
- 39) Which menu contains the Find option in Pagemaker?
- (a) Edit (b) Insert (c) **Utilities** (d) View
- 40) When did Pagemaker begin?
- (a) 1980 (b) **1985** (c) 1990 (d) 1995
- 41) How many columns are in the newspaper?
- (a) 10 (b) 9 (c) **8** (d) 7
- 42) Which one of these is not size of paper?
- (a) A1 (b) A3 (c) A5 (d) **A6**
- 43) 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
- 44) The layout of the page depends on _____
- (a) **On page size** (b) On Text (c) On Paragraph (d) All of these
- 45) Which of the following statement is incorrect?
- (a) **A page can be divided into maximum of 8 columns** (b) We can change the default colour of the page
- (c) By double clicking on Pointer Tool, we get Preference Dialog Box
- (d) Short cut key for Reverse command is Shift + Ctrl + V
- 46) The Cropping tool is used to trim any _____ graphics.
- (a) Inline (b) **Imported** (c) Mask (d) None of the above
- 47) Which of the following statement is incorrect?

- (a) To create a new file using icon Choose File > New in the menu bar
- (b) To create a new file using keyboard Press Ctrl + N in the keyboard
- (c) A new document called Untitled - 1 opens on the screen

(d) The area outside of the dark border is referred to as the writing board

48) Choose the correct option:

Assertion: The main components of the above window are Title bar, Menu bar, Toolbar, Ruler, Scroll bars and Text area.

Reason: The Minimize button the document window is minimised to a small icon and kept in the task bar, Maximise button is used for maximising the current document window to fit the whole screen area, and the Close button closes the software itself.

- (a) Both (A) and (R) are true and (R) explains (A)**
- (b) Both (A) and (R) are true and (R) does not explain (A)
- (c) (A) is true, but (R) is false
- (d) (A) is false, but (R) is true.

49) Which of the following programs is not a popular desktop publishing program?

- (a) Adobe PageMaker
- (b) Microsoft Publisher
- (c) Lotus AmiPro**
- (d) QuarkXPress

50) Which of the following programs is not a popular professional image editor program?

- (a) Adobe PageMaker**
- (b) Microsoft Paint
- (c) Adobe Photoshop
- (d) Corel Photo Paint