

RRB Technician Grade I Signal 2025

Technician Grade I Signal · CEN 02/2025 · Computers · Question Paper Compilation

English

Single Shift (Set) · Computers Section · Official Answer Key

About this Compilation

This booklet compiles all **1 shift papers** of the **RRB Technician Grade I Signal 2025** examination (CEN 02/2025) in **English** (**Computers** section only), with the correct option marked as per the official answer key.

✓ Correct option (highlighted green)

How to use

- Use the **Index** page to jump directly to any set (clickable).
- Questions appear in shift order, numbered 1 onward within each set.
- Diagram and wide-table questions appear at full width at the end of their set.
- The correct answer is highlighted in green with a tick.

More from QMaths

Check your marks, normalized score and zone-wise rank free at rank.qmaths.in. Master English vocabulary with the **Blackbook** app.



Blackbook:
English Vocabulary



*Toppers' Choice, **Blackbook of English Vocabulary**, Now available in App format : **DOWNLOAD NOW***

Index — All Sets (click to open)

Set 1

13 Mar 2026

9:00 AM - 10:30 AM

Computers

20 Questions • Answer Key

Q1 Computers

Which of the following statements about Power Saving Mode in MS Word is TRUE?

- A. Power Saving Mode in Word automatically converts all documents to plain text to save energy.
- B. MS Word has a dedicated "Power Saving Mode" that reduces CPU usage and disables editing features ☒
- C. Enabling Power Saving Mode in Word disables printing and spell-checking permanently
- D. MS Word automatically adjusts performance and reduces background operations when the computer's power-saving mode is enabled

Q2 Computers

Which of the following is a correct combination of commonly used Internet services and their primary functions?

- A. FTP – browsing websites; Email – live chatting; VoIP – printing files ☒
- B. Email – remote access; WWW – file encryption; FTP – managing hardware drivers
- C. FTP – transferring files; VoIP – voice communication; Email – sending and receiving messages
- D. WWW – file transfer; Email – real-time video calling; Telnet – sending photos

Q3 Computers

Which toolbar in Excel or Office applications allows you to draw shapes, arrows, and flowchart elements?

- A. Standard Toolbar
- B. Drawing Toolbar
- C. Formatting Toolbar ☒
- D. Formula Toolbar

Q4 Computers

In MS PowerPoint, which feature enables inserting tables from MS Word or MS Excel?

- A. Home > Table ☒
- B. Insert > Table
- C. File > Import
- D. Insert > Object

Q5 Computers

Where can you find options to change the design template of your presentation?

- A. Design tab
- B. Insert tab
- C. View tab
- D. Home tab ☒

Q6 Computers

Which shortcut allows you to select an entire sentence in MS Word 365 without dragging the mouse?

- A. Ctrl + Click
- B. Ctrl + Click anywhere in the sentence
- C. Ctrl + Shift + → ☒
- D. Ctrl + Shift + End

Q7 Computers

You have a large, comma-separated data set pasted into Word, where each line represents a new row and the commas (,) separate the data that should occupy individual cells. To accurately convert this text into a table while ensuring the data is parsed correctly, which sequence of actions must you take while using MS Word in Microsoft 365?

- A. Select the entire text, open the Table Properties dialog box, navigate to the Row tab, and specify a fixed row height, which automatically triggers the conversion.
- B. Select the entire text, go to the Layout tab (under Table Tools), select Text Direction, and choose the Convert Text to Table option.
- C. Select the entire text, go to the Insert tab, click Table, and select Convert Text to Table, then confirm that the separator character is set to Commas.
- D. Select the entire text, go to the Insert tab, click Table, and select Quick Tables, then choose the appropriate style. ☒

Q8 Computers

What shortcut key is used in Windows OS to navigate between open programs?

- A. Alt + Ins
- B. Alt + F4
- C. Alt + Del
- D. Alt + Tab ☒



Q9 Computers

In a switched Ethernet LAN, which switching method begins forwarding a frame **as soon as the destination MAC address is read**, resulting in the lowest latency but higher risk of forwarding corrupted frames?

- A. Cut-Through Switching
- B. Store-and-Forward Switching ✓
- C. Fragment-Free Switching
- D. Token Passing

Q10 Computers

Clip art includes:

- A. Only charts
- B. Only videos
- C. Sound files ✓
- D. Animated GIFs & drawings

Q11 Computers

Which of the following best describes the role of PCB in a computer system?

- A. A protocol used in wireless networks
- B. A software tool for virus removal ✓
- C. A physical board connecting electronic components
- D. An input device for transferring data

Q12 Computers

In MS Excel, which option allows you to insert a new column between column B and C?

- A. Use "Clear Contents" option
- B. Right-click on Column B header → Delete
- C. Right-click on Column C header → Insert ✓
- D. Select Column C → Press Delete

Q13 Computers

How can a user attach a file to an e-mail in most e-mail clients?

- A. Press Ctrl + A to attach a file
- B. Click the 'Attach File' or paperclip icon and select a file
- C. Click the 'Send' button and select a file ✓
- D. Go to the Edit menu and select 'Add File'

Q14 Computers

An email containing sensitive information is received from a client. It needs to be forwarded to a colleague for further action. What measures should be taken to safeguard the sensitive information during this process?

- A. Redact the sensitive information before forwarding.
- B. Call your colleague and verbally share the sensitive information.
- C. Forward the email as is. ✓
- D. Delete the mail containing sensitive information

Q15 Computers

In R1C1 reference style, how is the cell located at column E and row 8 represented in Microsoft Excel 2021?

- A. 8R5C ✓
- B. RC85
- C. R8C5
- D. 8RC5

Q16 Computers

Consider the following statements regarding **inserting and deleting rows and columns** in tables in **MS Word 2021**:

1. New rows can be inserted only at the end of a table using the Tab key.
2. The **Layout tab** under **Table Tools** allows users to insert or delete rows and columns at any position within the table.
3. The **Right-click context menu** provides quick options for inserting and deleting rows or columns.

Which of the above statements is/are correct?

- A. Statement Only 1 and Statement 2 ✓
- B. Statement 1, Statement 2, and Statement 3
- C. Statement Only 2 and Statement 3
- D. Statement Only 1 and Statement 3

Q17 Computers

The system software component ____ is responsible for booting up the computer system.

- A. HDMI/VGA
- B. CGI/ETF ✓
- C. BIOS/UEFI
- D. CLI/GUI



Q18 Computers

Windows comes with a _____ that displays currently opened programs. It also allows users to access any specific programs.

- A. file explorer
- B. task manager** ✓
- C. taskbar
- D. start menu

Q19 Computers

What is the difference between Reply and Forward in email?

- A. Reply sends the email to all contacts, Forward sends it to none.
- B. Reply deletes the original message, while Forward saves it.
- C. Reply sends your response only to the original sender, while Forward sends the email to a new recipient.** ✓
- D. Reply encrypts the email, Forward does not.

Q20 Computers

What factors should be considered for optimal document printing results?

- A. Printing settings have no impact on final results.
- B. Default printing settings are always appropriate.
- C. All documents print identically regardless of settings.** ✓

- Printer selection, paper type, print quality, color options, and page range settings affect printing outcomes and resource efficiency.
- D.**

