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## Digital Literacy I: Fundamentals

### *Unit 4 Peripheral Devices*

#### *UNIT EXAM*

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1. In terms of keyboard finger-position, which letters are part of the home keys:
  - a. **A, D, H, L**
  - b. R, I, O, P
  - c. Z, B, N, M
  - d. Q, T, C, E
  
2. What are keyboard shortcuts?
  - a. Voice recognition tools to replace typing
  - b. A smaller “cut” of a standard keyboard
  - c. **Key combinations that perform tasks**
  - d. A virus that records a user’s keystrokes
  
3. On a Windows PC, which keys are most commonly used for keyboard short cuts?
  - a. Ctrl key
  - b. Alt key
  - c. Function keys
  - d. **All of the above**
  
4. What is the benefit of using keyboard shortcuts:
  - a. Extends the computer’s battery life
  - b. **Faster than using a mouse to click buttons**
  - c. Increases the speed of the CPU
  - d. All of the above
  
5. In Windows, Ctrl+Z is a universal keyboard-shortcut that will:
  - a. **Undo the previous action**
  - b. Zip a computer file
  - c. Zap a computer file
  - d. Shut down Windows





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6. Which shortcut key will open the Start menu in Windows
  - a. Start key
  - b. Open Menu key
  - c. Windows key**
  - d. Home key
  
7. The proper technique to hold a mouse is to rest \_\_\_\_\_ on the left and right mouse buttons
  - a. Thumb and index finger
  - b. Index finger and middle finger**
  - c. Middle finger and ring finger
  - d. Ring finger and little finger
  
8. Double-clicking with the mouse means:
  - a. Clicking both buttons at the same time
  - b. Quickly clicking the left mouse button twice**
  - c. Quickly clicking the right mouse button twice
  - d. Using two mice simultaneously
  
9. To drag and drop with a mouse:
  - a. Click and hold the left mouse button, then move the mouse**
  - b. Click the left mouse button, then move the mouse
  - c. Click and hold the right mouse button, then move the mouse
  - d. Click and hold both mouse buttons, then move the mouse



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10. List 10 peripheral devices for a notebook computer and classify each device as an input or output device, or both
- Monitor: input (touch screens) and output**
  - Keyboard: input**
  - Mouse: input**
  - Printer: output**
  - Scanner: input**
  - Speakers and headphones: output**
  - Microphone: input**
  - Web cam: input**
  - Game controller: input**
  - Digital camera: input**
  - Projector: output**
  - USB drive: input and output**
  - Optical drive: input and output**
11. If a device malfunctions or stops working, the first thing you should do is:
- Disassemble the device
  - Assume it's broken and buy a new one
  - Power cycle the device**
  - Contact the manufacturer
12. Which of the following are true?
- CRT monitors are older than flat-panel monitors
  - CRT monitors are more health-hazardous than flat panel monitors
  - Flat-panel monitors are smaller than CRT monitors
  - All of the above**



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13. Monitors and projectors can be connected to a laptop using a:
- VGA port**
  - View port
  - CONNECT port
  - Laptop MON port
14. The difference between impact and non-impact printers is:
- Impact printers use a mechanism that strikes (impacts) the paper**
  - Impact printers have higher resolution and print quality for visual impact
  - Impact printers are made of stronger materials to resist impact damage
  - None of the above
15. Which printer outputs the highest quality print
- Dot-matrix
  - Laser Jet**
  - Ink Jet
  - Daisy-wheel



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