

S.NO	QUESTION	OPTION A	OPTION B	OPTION C	OPTION D	ANSWER
1	Which of these is an ERP Systems?	SAP	Oracle	All the above	None of the above	C
2	_____states that the objective of the auditor is to identify and assess the risks of material misstatement whether due to fraud or error	SA330	SA315	SA300	None of the above	B
3	As per SA315,understanding the entity and its control environment means _____ As per SA315,the auditor has to understand the information systems environment relevant to _____	including the entity's internal control frameworks	including the entity's external control frameworks	excluding the entity's internal control frameworks	excluding the entity's external control frameworks	A
4	In Governance Framework,The _____ is the owner of the application	Financial reporting	Communication	Either A or B	Both A & B	D
5	In Governance Framework,The _____ is the owner of the data residing within the application	Business team	IT team	Either A or B	None of the above	B
6	The communication lines are strictly drawn between the Chief Information Officer and Chief Financial Officer so as to maintain the _____ of the data within the application	Business team	IT team	Either A or B	None of the above	A
7	The risk in an automated environment are _____	confidentiality	integrity	availability	All the above	B
8	The risk in an automated environment may be _____	less	many	moderate	All the above	B
9	The risk in an automated environment may be _____	due to the number and location of applications	interfaces between the applications	security within the applications	All the above	D

10	In addition to SA315, the auditor's in response to Clause (i) of Sub-Section 3 of Section _____ of the Companies Act, 2013, have to report whether the entity has adequate _____	142, internal controls system in place	143, internal financial controls system in place	142, external controls system in place	143, external financial controls system in place	B
11	_____ deals with the auditor's responsibility to design and implement responses in the form of audit procedures in response to work done as part of SA 315.	SA 330	SA 300	SA 610	None of the above	A
12	The audit procedures are required for the _____	listed companies	unlisted companies	Either A or B	Both A & B	D
13	A/An _____ system inherently means that all the modules within the system are seamlessly connected with each other and the transactions flow through the relevant modules	Enterprise resource planning	integrated Enterprise resource planning	Entity resource planning	None of the above	B
14	In ERP, _____ Primary set of Books are there and _____ transactions reside here.	one, few	many, all	one, all	many, few	C
15	Which of these is not the possible reason of why substantive procedures may not be feasible in ERP?	nature of business	outsourced processes	volume of transactions are high	Systems distributed within the same geographies	D
16	ISAE means _____	Indian Standard for Assurance Engagements	Standard for Assurance Engagements	Indian Standard for Audit Engagements	Standard for Audit Engagements	B
17	PCI-DSS means _____	Payment Industry-Data Sensitivity Standard	Payment Compliance Industry-Data Security Standard	Payment Card Industry-Data Security Standard	Payment Card Industry-Data Sensitivity Standard	C

18	Which of the following are not the key aspects of SA 300? A test of controls is an _____ to test the effectiveness of a control used by a client entity to prevent or detect material missatements	Involvement of key team members	areas where CAATS may be used as part of the audit procedures	All the above	None of the above	D
19	19 missatements	audit strategy	audit procedure	audit evidence	None of the above	B
20	Say whether TRUE or FALSE? When auditors have access to systems,Auditors should always request access to the production or live environment The type of access that auditors request should be _____	TRUE	FALSE			A
21	Auditor should request for _____access for the duration of the audit	Display-only	read-only administrative access	Either A or B	Both A & B	D
22	General IT controls are known as _____ controls	priviliged access		temporary access	super user	C
23		pervasive	indirect	Both A & B	None of the above Application system acquisition,development and maintenance	C
24	Which of the following is not a category of GITC? _____ controls are embedded into IT applications	Program change	Access control	Data center and Network operations IT-Dependent controls		B
25	_____ controls are activities in a business process that are performed by individuals or employees without the need to rely on a IT system	Manual controls	Automated controls		None of the above	B
26		Manual controls	Automated controls	IT-Dependent controls	None of the above	A

27	_____ controls are basically manual controls that make use of some form of data or information or report produced from IT system and application.	Manual controls	Automated controls	IT-Dependent controls	None of the above	C
28	Which of the following is not a risk in IT?	Unauthorized access of data	Temporary access	Unauthorized changes to systems or programs	Direct data changes	B
29	Which of the following is not essential for the effective implementation and operation of General IT controls?	Information produced by Entity(IPE)	Manual controls	IT-Dependent controls	None of the above	B
30	Which of the following are to be considered for determining the sample size	Types of control	Timing of test	History of errors and expectations	Risk management	D
31	Find the odd one out in the IT Governance Review Checklist?	How is the department organised	Have formal IT policies and procedures been defined	How does IT communicate and collaborate with other business functions	Are the employees trained	D
32	The objective of program changes is to ensure that modified systems continue to meet _____ objectives	Internal reporting	Financial reporting	Both A & B	None of the above	B
33	_____ are changes required in the existing functionality of the ERP due to a business need.	Minor change	major change	normal change	data changes	C
34	_____ are changes provided by the vendor of ERP to address known bugs, security or provide improvements to functionality to existing ERP.	Minor change	major change	Bug fixes	patches and updates	D
35	_____ are high risk because they bypass the application controls and impact the integrity of financial data	emergency changes	direct data changes	major changes	patches and updates	B

36	Which is the last step in change management process?	change request	implementation	testing	documentation	D
37	_____ are provided to the IT department where the systems analysts perform analysis and design	All change requests	Approved change requests	Major changes	None of the above	B
38	A privileged user may be a _____	system administrator	database administrator	network administrator	All the above	D
39	In a security log of ERP,if the system default value is OFF it indicates the table log are _____	enabled	disabled	not defined	None of the above	B
40	Environment controls form part of the _____ of access security	Physical layer	Network layer	Application layer	None of the above	A
41	When a company has two or more IT systems as an interface ,what is the risk involved?	Data transfer between systems may be incomplete	Data transfer between systems may be inaccurate	completeness of	Either A or B the validity of the transactions	Both A & B D
42	The objective of AAC's are to ensure _____ accuracy of data		data		All the above	D
43	_____ controls come along with the implemented ERP and also called as Input control	Inherent operation	configurable	security	embedded communicating	A
44	_____ may not prevent or detect misstatements	deficiency	design deficiency	control deficiency	deficiency	B
45	As per _____,communicating deficiencies in internal control to those charged with governance and management makes it necessary for the auditor to communicate control deficiencies to the management.	SA 315	SA 330	SA 265	SA 300	C
46	_____ controls are implemented by the company at the time of installing the ERP	Inherent	configurable	security	embedded	B
47	_____ controls are also known as processing controls	Inherent	configurable	embedded	Both B & C	D

48	Which of the following are some basic controls in inherent controls? If the GITC's are found to be ineffective, then the auditor will have to test the automated controls _____ Balance sheet date to support the opinion on internal financial controls	Debit=Credit	depreciation calculation	discount calculation	None of the above	A	
49	Do the auditor will have to mention if the deficiencies were present in the prior periods of audit?	on	closer to the	Either A or B	None of the above	A	
50	One commonly preferred method for testing design effectiveness is	yes	no	to look into the process flow diagrams	a walkthrough of the control	None of the above	
51	IPE is used by	to look into the process narratives	Entity Personnel to perform a relevant control	Auditor to test a relevant control	Auditor to perform substantive procedures	All the above	D
52	The IPE can be in ___ forms		2	3	4	1	A
53	How many types of reports can be extracted from ERP systems		1	2	3	4	C
54	These are reports that are available at the time of implementation of the ERP systems by the entity	Standard Reports	Customised Reports	Database Queries	None of the above	A	
55	These reports are created by the entities with respect to their businesses, revenue streams, divisions etc.	Standard Reports	Customised Reports	Database Queries	None of the above	B	
56	_____ are used to retrieve information or data from a database in a readable format using a SELECT statement	Standard Reports	Customised Reports	Database Queries	None of the above	C	
57	These reports are inbuilt into the systems	Standard Reports	Customised Reports	Database Queries	None of the above	A	
58							

ERP comes with a set of reports that can be used as is, if the company has implemented the ERP without too many modifications

TRUE

FALSE

A

Cash flow statement is one of the examples of _____ reports

Standard

Customised

Database Queries

None of the above

A

61	In _____ reports, the company has followed their own pattern or code for Chart of Accounts (CoA), Vendors, Customers etc.	Standard Reports	Customised Reports	Database Queries	None of the above	B
62	_____ can be used to extract payroll information such as leaves available per employee	Standard Reports	Customised Reports	Database Queries	None of the above	C
63	Which of the following is not an element for determining the testing strategy for reports	Source Data	Report Logic	Report Parameters	Functions	D
64	Validation of Reports includes	Accuracy of Logic	Completeness of Data	Accuracy of Data	All the above	D
65	The Auditor has to check the _____ of the data before planning to understand the types of reports and the procedure to validate them	consistency	integrity	independency	redundancy	B
66	The auditor may limit the test procedures to validate / test the reports when _____	Controls in GITC are effectuve	Controls in Business Processes are effective	Both A and B	Either A or B	C
67	Which of the folowing indicative commands will be used by the company in SAP to generate reports?	se16	se16n	sa38	All the above	D
68	In case of a standard report, the creator/modifier of the report would be the _____	vendor	company	finance controller	IT personnel	A

69	The evidence of the creator/modifier of the report can be found in _____ logs	alert	change management	file	backup	B
70	During 1st year of audit of the entity, after ensuring the creator/modifier value of the report, the auditor needs to then understand and test the _____ and _____ of the report	controls, compliance	controls, efficiency	completeness, accuracy	accuracy, impact	C
71	During subsequent years of the audit, when GITCs and relevant Business process controls are tested & effective, and there is no change in the creator/modifier value of the standard reports, what need to be done by the auditor?	no further testing need to be done	reliance can be placed on the report	Both A and B	None of the above	C
72	Why to test the reports by the auditors?	used by management to make decisions	for compliance purposes	relied upon by the auditors during the course of the audit	All the above	C
73	In quarterly review of aging analysis, when report logic is working correctly, what is the next step to be done?	adopt appropriate controls based and substantive audit procedures	adopt substantive audit procedures	Either A or B	None of the above	A
74	These reports are created by the business/IT persons in the company for their use and reporting requirements	Customised Reports	Database Queries	Standard Reports	Other tools	A
75	The procedure to test the completeness and accuracy of the reports have to be performed every year in _____	Standard Reports	customized reports	Both A and B	Either A or B	B

76	While testing for users who have access to create/modify the custom report, the auditor will have to verify whether the users are _____	end users	authorised users	programmers	technical consultant	B
77	If any change to the custom report has happened in the year of audit, then _____	appropriate code change should be verified	appropriate date of change should be verified	appropriate approvals should be verified	appropriate report output should be verified	C
78	These reports are extracted on ad hoc basis or on as and when basis	Standard Reports	Customised Reports	Database Queries	None of the above	C
79	These reports have a high probability of the data being manipulated after creation	Database Queries	Custom Reports	Standard Reports	None of the above	A
80	The auditor cannot rely on just one sample to test the completeness and accuracy assertions of the report when	controls in all domains of GITC's are effective	there are no relevant deficiencies	controls are ineffective in all domains of GITC's		C
81	The criteria to be used to decide timing of report testing	Inclusion of Period and Entries	Company Policy	New ERP implementation	All the above	D
82	When GITC's are effective, the auditor needs to follow which sampling procedure to test a report	One Sample	One Sample in each Scenario	Appropriate substantive procedures	None of the above	B
83	When there are deficiencies in the reports/IPE that have been tested, the errors at a minimum may be of _____	1 type	2 types	3 types	4 types	B
84	_____ is when a user has the ability to perform critical business activities in an ERP	Role	Responsibility	Authorized Access	Sensitive Access	D
85	The users who have the business activities that carry a higher risk and could have wider impact on operations are said to have _____	Sensitive Access	Authorized Access	Responsibility	Role	A

86	_____ refers to the separation or distribution of job roles among employees in such a way that incompatible or conflicting job roles are assigned to different persons	Sensitive Access	Segregation of Duties	Roles	Profiles	B
87	_____ are typically regular employees who carry out day-to-day business operations and transactions using the ERP	Normal Users	End Users	Business Users	All the above	D
88	_____ users are internally used within the ERP to perform automated operations and transactions	Normal Users	System Users	End Users	Business Users	B
89	These are a type of super users who have very extensive or unlimited access to carry out all or several activities in an ERP environment	Normal Users	System Users	Privileged Users	Business Users	C
90	These are the users that come packaged along with the ERP software	Normal Users	System Users	Privileged Users	Default Users	D
91	_____ represent a title, position, designation or function, place or region within a company and do not represent an individual or person	System Users	Privileged Users	Generic Users	Default Users	C
92	These are users who are given user id for a limited time period	System Users	Temporary Users	Generic Users	Default Users	B
93	These are users who do not belong to the company	System Users	Temporary Users	Generic Users	External Users	D
94	Users access to ERP is based on _____ of respective users	Job Roles	Responsibilities	Either A or B	Both A and B	D
95	The relationship between ERP Roles and Users is _____	One to Many	Many to One	Many to Many	One to One	C
96	_____ are access control features in an ERP that enable grouping of several related access rights in to a form	Roles	Profile	Both A and B	None of the above	C

97	Roles offer an easy to understand, fast and reliable way to manage user access to an ERP. This feature is known as _____	RBAC	RBFC	RBOC	None of the above	A
98	A _____ represents a high-level grouping	User	Role	Profile	None of the above	B
99	A _____ is the more granular internal technical grouping of authorisations, permissions and access rights winin the ERP based on the input derived from the Role	User	Profile	Either A or B	Both A and B	B
100	Segregation of duties can be implemented as _____ control	Preventive	Detective	Either A or B	None of the above	C
101	Tool used in implementing and review of segregation of duties and sensitive access	SAP GRC	Oracle GRC	BIZRights	All the above	D
102	Auditing standards require auditors to obtain the evidence for _____	point-in-time	full period of audit	Either A or B	None of the above	B
103	User access controls are like _____ in an ERP environment	GITCs	IT dependent controls	application controls	None of the above	C
104	When an auditor found deficiencies in User Access Controls, the auditor _____	should report deficiency to management	ignore the deficiency	record the deficiency	should evaluate the impact of these deficiencies on the audit	D
105	The auditor should first gain and understand the _____ before auditing segregation of duties and sensitive access in an ERP	Business Environment	IT Environment	Both A and B	Either A or B	C
106	_____ make it easy to manage user access to an ERP	Role	Profile	SA	SOD	A
107	Reliability of user access controls in an ERP depend on effectiveness of _____	GITCs	IT dependent controls	application controls	None of the above	A

108	Business rules for implementing segregation of duties should be defined by the _____	Auditor	Company	IT Consultant	Government	B
109	Which of the following is an example of Generic Users?	Auditors	Consultants	Sales User	Business Partners	C
110	Which of the following is an example of External Users?	Auditors	Support Users	Sales User	Business Partners	D
111	Which of the following is an example of Temporary Users?	Auditors	Vendors	Sales User	Customers	A
112	SAP the purchase and inventory processes are provided in the module known as _____.	Procurement Management	Inventory Management	Materials Management	Accounts Management	C
113	_____Where the IT infrastructure including operating system,database,Network or hardware are changed but not change in version or functioning of ERP.	Non-Technical Migration	Technical Migration	Data Migration	Non-Data Migration	B
114	The Key Phases in any ERP migration project will consist of planning,system design,_____,Testing and Go Live.	Data Conversion	Data Migration	Data Convergence In-House	Data Configuration	A
115	Which of the following is example of an ERP	SAP	Oracle R12	Developed	All of the above	D
116	Which of the following activity is part of the system design phase of a migration	Allocation of Budget	Configuration	Mock Conversion	All of the above	B
117	_____ happens in Planning Phase.	Allocation of Budget	Configuration	Mock Conversion	All of the above	A
118	_____ is part of Data conversion phase.	Allocation of Budget	Configuration	Mock Conversion	All of the above	C
119	How many Phases are there in data migration strategy	4	5	6	7	B
120	_____ In this phase of migration the objectives of migration and the migration strategy are defined.	System Design	Data Conversion	Planning	Testing	C

121	At which phase of the migration would rollback procedures be triggered,if necessary	Planning	Data Conversion	Go-Live	Migration Testing	C
122	Rollback procedure are defined in the _____ phase.	Data Conversion	Planning	Go-Live	Migration Testing	B
123	Which of the following require specific considerations during a migration.	User access and segregation of duties	Open items	Master data	All of the above	D
124	Where would auditors review migration process and controls.	During pre-implementation /Post-implementation reivews	When reviewing general IT Controls	Both A& B	None of the above	C
125	_____ should be prepared and maintained for all phases of migration	Documentation	Allocation of Budget	Configuration	Technical Migration	A
126	In Oracle the purchase and inventory processes are provided in the _____ module	Procurement & Inventory	Material & Inventory	Migration and Inventory	None of the above	A
127	_____ can be used for implementation of a completely new accounting system.	QuickBooks	Microsoft Dynamics	Open Bravo Information	All of the above	A
128	Reports and system generated data IPE i.e._____ could change.	Information processed by entity	Information planned by entity	Information projected by entity		D
129	_____phase of migration process prepares including the process flows,data flows and business process re-engineering.	Data Conversion	System Design	Planning	Go-Live	B
130	_____ phase of migration involves identification of source data,mapping between source and target system	Data Conversion	System Design	Planning	Go-Live	A
131	Intermediary data stores called _____ areas are used to hold convert and transfer data.	Integrity	Data Conversion	Staging	Mock Conversion	C

132	In _____ phase integrity checks are done to ensure completeness and accuracy of data.	Data Conversion	System Design	Planning	Go-Live	A
133	_____ are carried out iteratively to rectify errors and data inconsistencies.	Planning	Data Conversion	System Design	Mock Conversion	D
134	In _____ phase scenarios and scripts are prepared for the new system.	System Design	Testing	Data Conversion	Go-Live	B
135	A _____ project provides an opportunity to review and carry forward only the relevant data and discard obsolete data.	Technical	Functional	Migration	Accounts	C
136	The auditor may consider using the work performed by internal auditors in accordance with guidance given in _____	SA 630	SA 330	SA 310	SA 610	D
137	How many types of journal entries are there ?	3	2	5	4	A
138	_____ transactions pertaining to sales, purchases, inventory, rent, audit fees, AMC expenses, salaries etc. are subject to internal controls as defined by the company.	Standard Entries	Non Standard Entries	Top up Entries	Top Down Entries	A
139	_____ these entities record nonrecurring, unusual transactions or adjustment entries in the ERP's.	Standard Entries	Non Standard Entries	Top up Entries	Top Down Entries	B
140	_____ These entries may not be subject to the same level of rigour of the internal controls or may not have passed through any controls at all.	Standard Entries	Non Standard Entries	Top up Entries	Top Down Entries	B
141	_____ are residing outside the books – for example in excel sheets etc. and may impact the financial statements.	Standard Entries	Non Standard Entries	Top up Entries	Top Down Entries	C

<p>If the journal entries are passed using a specific journal type then a list of such entries can be extracted from the system. For example, journal types could be MJV 142 i.e. _____</p>	<p>Material Journal Vouchers</p>	<p>Missing Journal Vouchers</p>	<p>Match Journal Vouchers</p>	<p>Manual Journal Vouchers</p>	<p>D</p>
<p>ERP/application should have _____ many fields and the company must be entering data 143 in these fields for them to be extracted.</p>	<p>17</p>	<p>18</p>	<p>19</p>	<p>20</p>	<p>A</p>
<p>_____ the entries passed during the year to the balances in the Trial Balance. The auditor may use ACL/IDEA Caseware/MS 144 Access/Excel to perform _____ testing Using tools such as _____, IDEA Caseware, MS Access, Excel etc., the auditor can test the 145 data for completeness</p>	<p>Roll Down</p>	<p>Roll forward</p>	<p>Roll Back</p>	<p>Roll up</p>	<p>B</p>
<p>_____ can also help in finding out if 146 there are duplicate journal numbers used. _____Accounts that are used very 147 infrequently.</p>	<p>ACL</p>	<p>ADL</p>	<p>ABL</p>	<p>AGL</p>	<p>A</p>
<p>_____ can also help in finding out if 146 there are duplicate journal numbers used. _____Accounts that are used very 147 infrequently.</p>	<p>ACL</p>	<p>Ms Access</p>	<p>CAAT</p>	<p>All of the above</p>	<p>D</p>
<p>148 What is the expansion of NSJE _____</p>	<p>Unusual Non Stimulated Journal Entries</p>	<p>Intercompany Non Standard Journal Entries</p>	<p>Seldom Non Sensitive Journal Entries</p>	<p>Non General Non Segregated Journal Entries</p>	<p>C</p>
<p>The unusual, non-recurring transactions may 149 generally be directly entered in _____ Estimates, impairments are generally a type 150 of _____</p>	<p>Sub ledgers</p>	<p>General Ledger</p>	<p>Excel sheets Non Standard journals</p>	<p>None of the above None of the above</p>	<p>B</p>
<p>While understanding the IT/ERP systems used to record entries, the points to note 151 are _____</p>	<p>Standard Journals</p>	<p>Top up journals</p>	<p>Timing of passing the entries</p>	<p>All of the above</p>	<p>C</p>
<p>While understanding the IT/ERP systems used to record entries, the points to note 151 are _____</p>	<p>Automated or Manual entries</p>	<p>SA/SOD among IT and Business teams</p>	<p>Timing of passing the entries</p>	<p>All of the above</p>	<p>D</p>

152	Some of the fraud risk factors to note which may lead to unusual transactions are_____	Sales Targets	Personal gain such as Bonus, incentives etc.	Debts requirements for banks etc.	All of the above	D
153	A key factor to be kept in mind while making enquiries of personnel are_____	Ask close ended questions	No discussions required	Ask open ended questions	None of the above	C
154	Which is the main risk due to Non Standard Journal entries: _____are entries that may be passed as a result of fraud. Hence, this is the main risk.	Risk of Material misstatement	Risk of management override of controls	Risk of lack of sensitive access	Risk of lack of segregation of duties.	A
155	Another risk can also be risk of management override of controls.	NSJE	NSVE	NSUE	NSWE	A
156	It is possible that a Non-standard journal entry may not have relevant _____ supporting.	Non-Printed	Printed	All of the above	None of the above	B
157	In industries/sectors, where volume of data is huge, _____ testing may not be an appropriate way of testing completeness of data.	Roll Down	Roll forward	Roll Back	Roll up	B
158	_____ to be achieved may be a key fraud risk factor from an investor/ stock holder perspective leading to Non-standard journal entries.	Purchase Targets	Marketing Targets	Sales Targets	Operational Target	C
159	_____ to be achieved may be a key fraud risk factor from a bank/financial institution perspective.	Non-Debt Requirements	Monetary Requirements	Non-Monetary Requirements	Debt Requirements	D
160	To bring in efficiencies in the process of extraction and analysis of JE data, the auditor may use _____	Developer Scripts	Software Scripts	Testing Scripts Automated	Hardware Scripts Automated	B
161	What is the expansion of ACL_____	Automated command language	Automated control language	corrected language	computer language	A

162	To perform un-matched Query, minimum required tables/fields are	one	two	three	four	B
163	Which of the following wild card character is to be represent more than 1 characters	+	-	&	*	D
164	Which of the following symbol is used to write a sub query	[]	()	{}	#	B
165	The Sub query must always be written as a SQL Statement	FALSE	TRUE			B
166	The where clause can be used in both aggregate and non-aggregate query	TRUE	FALSE			A
167	Having clause is used in the aggregate query	FALSE	TRUE			B
168	If the sub query is returning more than 1 row, which operator should be sued	IN	ANY	Any one of the above	None of the above	C
169	Which of the following is an aggregate function	Sum()	AVG()	Count()	All of the Above	D
170	How many different joins available In Access Database	1	2	3	4	B
171	In MS-Access, forms help to display, add, modify and delete data	TRUE	FALSE			A
172	In Access form, un-bound coltrols are linked with any field of Table/Query	TRUE	FALSE			B
173	In MS-Access, data can be edited in Reports	FALSE	TRUE			A
174	In MS-Access, Report Header is used to print information in	Page Header	Report Header	All of the Above	Non of the above	B
175	In MS-Access, Page Header is used to print information in	Page Header	Report Header	All of the Above	Non of the above	A
176	A _____ is a query nested inside another query	select query	parameter query	sub-query	group by query	C
177	_____ will return the records from the first table which do not have matching values in second table	Find matched query	Find unmatched query	Find unique query	Find duplicate query	B

178 Sub queries can be used within _____
 select query action query other sub queries All of the above D

Sub queries in select statement can be the part of Where clause or Having clause in Group By query TRUE FALSE A

180 The queries that can be used for obtaining the aggregated results instead of individual records are known as _____
 Find unmatched queries Find duplicate queries Group By queries Parameter queries C

181	A _____ can be considered as a modified form of Crosstab queries	Datasheet form	Pivot Table	Pivot Chart	Multiple items	B
182	Pivot Chart helps visualize a _____	Pivot Table	Query	Form	All of the above	D
183	Joins created in a _____ are temporary	Table	Query	Either A or B	Both A and B	B
184	The _____ query returns all of the rows from left table, and also those rows from the right table that share a common value on both sides of the join	Left Outer Join	Right Outer Join	Inner Join	Cross Join	A
185	Access query result is not restricted to the table fields but can display many other computed columns known as _____	Bounded Fields	Unbounded Fields	Calculated Fields	Expression Fields	C
186	Unbound controls are also known as _____	Variables	Memory Variables	Either A or B	None of the above	C
187	Computed results may be bounded to some field in the table or may be unbounded	TRUE	FALSE			A
188	A _____ is a compact method of presenting a list of choices and allows user to enter a value that is not in the list	Option Button	Check Box	Tab Control	Combo box	D

189	_____ controls are usually graphical objects that do not operate as standalone solutions, and they run only in the Windows environment	Add-in	Plug-in	Com Add-in	Active X	D
190	_____ controls are useful for presenting grouped information that can be assembled by category	List Box	Tab	Calendar	Combo Box	B
191	_____ can be created in forms to display a summary of data	Pivot Table	Form with Sub form	Linked form	Split form	A
192	_____ represents the data in a graphical form	Pivot Table	Pivot Chart	Multiple Items	Modal Dialog	B
193	The calculated values in reports are added using a _____ and specifying an expression	Label box	Text Box	List Box	Combo box	B
194	The calculated values in queries are displayed as _____ in reports which use them	Data	Variables	Fields	Values	C
195	_____ is a report that is inserted into another report called the Main report	Unbound Report	Bound Report	Child Report	Sub-Report	D
196	An _____ is not based on a table or query, but can serve as a container for one or more sub-reports	Bound main report	Unbound main report	Main report	None of the above	B
197	_____ are a way of communicating database information	Tables	Queries	Forms	Reports	D
198	The best way to display the summary report is to create _____ to represent the data	Pivot Table	Queries	Charts	Sub-Report	C
199	The multiple columns for the report can be set using the _____ property	Report Page Setup	Report Wizard	Report	Report Print	A
200	The report event _____ can be used to cancel the printing of report when no data is returned	On Print	Cancel Print	Cancel Event	On No Data	D

201	Expressions can be used with _____	Tables & Queries	Forms & Reports	Macros	All the above	D
202	An _____ is a value on which a calculation is performed	Operator	Operand	Expression	Paranthesis	B
203	Operands can be _____	literals	identifiers	functions	All of the above	D
204	Literals are also referred as _____	Identifiers	Operators	Constants	Operands	C
205	Identifiers are _____	Variables	Operators	Constants	Operands	A
206	[XYZ] denotes _____ in LIKE Operator	0 or any number of characters	a single character	a set of characters	a single digit	C
207	The BETWEEN operator cannot be used with _____ datatype	Numeric	Text	Date	Either A or B or C	B
208	Logical Operators are also known as _____	Comparison Operators	Arithmetic Operators	Miscellaneous Operators	Boolean Operators	D
209	_____ are used to override the default order of precedence	Operator Precedence	Orders	Parentheses	None of the above	C
210	A text box in which expressions are written	Code Builder	Macro Builder	Expression Box	Expression Elements	C
211	Among +, <>, MOD, AND operator which operator has the highest priority	+	MOD	AND	<>	B
212	A _____ allows you to automate tasks and add functionality to your forms, reports, and controls	Function	Expression	Macro	Module	C
213	In Access, _____ can be considered as a simplified version of VBA programming	Expressions	Macros	Modules	Switchboard	B
214	MS Access 2010 provides a _____ that contained large list of actions to be chosen, enabling a wide range of commands that can be performed	Task Pane	Navigation Pane	Action Catalog Pane	Action Pane	C
215	Macros can automate responses to many types of _____ without using a programming language	events	queries	controls	Either A or B or C	A

216	The Where condition is applicable as an argument for the macro actions _____ and _____	OpenTable, OpenQuery	OpenTable, OpenForm	OpenQuery, OpenReport	OpenForm, OpenReport	D
217	_____ provide a good flexibility to place complex validation	Query	Advanced Filter	Macros	Switchboard	C
218	A _____ is a Microsoft Office Access 2010 form that facilitates navigation in Access and access to different parts of an application	Navigation Pane	Switchboard	Tabbed Windows	None of the above	B
219	_____ forms are an invaluable way to keep users focused on using the database as intended	Switchboard	Split	Columnar	Pivot Table	A
220	Switchboard Manager only allows a maximum of _____ command buttons on a switchboard	6	7	8	9	C
221	Open Form in Edit Mode allows any record to be _____	added	edited	Either A or B	Both A and B	D
222	Displaying the _____ at startup helps to implement a level of security by hiding the key elements of the interface from the user	Switchboard	Login Form	Password	None of the above	A
223	When same table is being used for the main query and sub-query, it is mandatory to provide _____ to the tables	prefix	aliases	suffix	None of the above	B
224	The _____ option creates a query that reports which records in a table are duplicated by matching one or more fields in the table	Unmatched Queries	Duplicate Queries	Crosstab Queries	Group by queries	B
225	To calculate the count of orders placed for each product and arrange them in descending order of the counts, which query should be created?	Sub Query	Crosstab Query	Total Query	Pivot Table Query	C

226	A criterion in Total queries can be created against _____ fields	Group By	Aggregate Total	Non-Aggregate Total	All the above	D
227	For the Non-Aggregate Total field, the criteria can only be specified using the _____ clause	where	group by	having	order by	A
228	For Group By and Aggregate Total, criteria can be mentioned using Criteria tab of Query Design window	TRUE	FALSE			A
229	This is a special type of query that can be created to describe one numerical quantity in terms of two other fields	Sub Query	Totals Query	Crosstab Query	Unmatched Query	C
230	This option allows the inclusion of the grand total of values in the row as a column in the query result	Yes, include column sums	Yes, include row sums	Yes, include Grand Total	Yes, include column grand total	B
231	A _____ is a view in Access Queries that allows summarising and examining data in a datasheet form	Crosstab Query	Totals Query	Pivot Chart	Pivot Table	D
232	XML stands for _____	Expansion Markup Language	Expansion Makeup Language	EXTensible Markup Language	Makeup Language	C
233	XML is a _____ Recommendation	W3C	W1C	W2C	W4C	A
234	XML is a language that's very similar to _____	C	HTML	C++	JAVA	B
235	XML Tag names are not case sensitive.	TRUE	FALSE			C
236	DTD stands for _____	Direct to Direct	Document Type Definition	Data Type Definition	Data to Data	B
237	XML Tools would be available in	Add-Ins	Developer	Data	Review	A
238	XML data file extension is	(.xsd)	(.xml)	(.mlx)	(.xlm)	B
239	XML group available in _____ Tab.	Review	Add-Ins	Developer	Data	C
240	XML tags are predefined	TRUE	FALSE			B
241	Schema files extension is _____.	(.xml)	(.xsd)	(.xlm)	(.mlx)	B
242	VBA stands for _____	Visual Basic for Application	Visual Basic for Applets	Visual Basic for Apple	Visual Basic for Auto Mobile	A

243	Macro written in _____	Java	Visual Basic	V++	C++	B
244	Macro enabled workbook file extension is _____.	.xlsx	.xlsm	.xlsv	.xlsw	B
245	ANOVA stands for _____	Analysis of Value	Analysis of Varity	Analog of Variance	Analysis of Variance	D
246	_____ function doesn't require an argument.	DATE()	TODAY()	MONTH()	YEAR()	B
247	SLN function is used _____	For calculation of depreciation as per Sum of Years' Digit Method	For calculation of depreciation as per Straight Line Method.	For calculation of depreciation as per Variable Declining Balance Method	For calculation of depreciation as per Double Declining Balance Method	B
248	SYD function is used _____.	For calculation of depreciation as per Sum of Years' Digit Method	For calculation of depreciation as per Straight Line Method.	For calculation of depreciation as per Variable Declining Balance Method	For calculation of depreciation as per Double Declining Balance Method	A
249	DB function is used _____.	For calculation of depreciation as per Sum of Years' Digit Method	For calculation of depreciation as per Straight Line Method.	For calculation of depreciation as per Declining Balance Method.	For calculation of depreciation as per Double Declining Balance Method	C
250	DDB is used to _____	calculate depreciation as per Sum of Years' Digit Method	calculate depreciation as per Straight Line Method.	calculate depreciation as per Declining Balance Method.	calculate depreciation as per Double Declining Balance Method	D

251	VDB function is used	calculate depreciation as per Variable Declining Balance Method	For calculation of depreciation as per Straight Line Method.	For calculation of depreciation as per Declining Balance Method.	For calculation of depreciation as per Double Declining Balance Method	A
252	PV Ratio stands for	Point Volume Ratio	Point Variance Ratio	Profit Volume Ratio	Profit Variance Ratio	C
253	BEP stands for	Balance sheet Even Point	Break Even Point	Balance sheet Equal Point	Break Equal Point	B
254	Excel provides a readymade template for preparation of personal monthly budget	TRUE	FALSE			A
255	Discounting Factor formula is	$= n / (1+a) - r$	$= 1 + (1/r) * n$	$= 1 / (1+a) ^ 2$	$= 1 / (1+r) ^ n$	D
256	In excel-Protect sheet option, Password is not optional.	TRUE	FALSE			B
257	In which tab, Data Validation is available?	Formulas	Insert	Data	Developer	C
258	Which of the following function categorie is not available in excel	Statistical	Engineering	Math & Trig	Trigonometrical	D
259	_____ is the area under the normal curve that is outside of the region of certinty	Region of uncertainty	Region of curve	Region of certainty	None of the Above	A
260	Normally bank transactions are also considered in cash budget.	TRUE	FALSE			A
261	Budget stands for	planning for Expenditure.	planning for future.	planning for Event.	planning for Meeting.	B
262	_____ is considered as non cash expenditure and occupies a prominent place in Profit & Loss Account.	Cash Flow	Depreciation	Fund flow	Expenditure	B
263	what function is used for Sum of Years' Digits?	SOYD	Digits of the Year	SYD	None	C

264	_____ method of depreciation is one of the accelerated depreciation techniques which are based on the assumption that assets are generally more productive when they are new and their productivity decreases as they become old.	SLN	DB	VDB	Sum of the years' digits	D
265	_____ method uses a fixed rate to calculate depreciation	declining balance	VDB	SYD	SLN	A
266	VDB stands for _____	Virtual Declining Balance	Variable Discounting Balance	variable declining balance	None	C
267	The VDB function uses the _____ method by default.	Double Declining Balance	Variable Decling Balance	Straight Line Method	Costing Method	A
268	_____ stands for change in the total cost that arises when the quantity produced has an increment by unit.	marginal cost	Fixed Cost	Variable cost	Contribution	A
269	Excel can also be used for taking decision on _____	Fixed Cost	Marginal cost	Both A& B	None	B
270	_____ is prepared for planning for future as far as movement of cash is concerned.	Capital Budgeting	Cash budget	Both A& B	Actual Budget	B
271	_____ is an estimate of pupulation Standard Deviation from data taken from a samples	Standard Deviation	Standard Error	Standard population deviation	none of the above	B
272	_____ is the process of determining the present value of a payment or a stream of payments that is to be received in the future.	Marginal costing	Capital Budgeting	Discounting	None	C
273	_____ is one of the core principals of finance and is the primary factor used in pricing a stream of cash flows, such as those found in a traditional bond or annuity.	Marginal costing	Discounting	PMT	None	B

274	Which function is used to calculate the principal portion in every installment _____ is a process used in statistical analysis in which a predetermined number of observations will be taken from a larger population.	IPMT	PPMT	PMT	None	B
275	In this Method, Individuals are selected at regular intervals from a list of the whole population.	Snowball sampling	Sampling	Systematic sampling	Simple random sampling	B
276	In this case each individual is chosen entirely by chance and each member of the population has an equal chance, or probability, of being selected.	Clustered sampling	Sampling	Systematic sampling	Simple random sampling	C
277	_____ is the area under the normal curve that corresponds to the required level of confidence. This method is commonly used in social sciences when investigating hard to reach groups.	Snowball sampling	Convenience sampling	Systematic sampling	Simple random sampling	D
278	It is a process in which a business determines whether projects such as building a new plant or investing in a long-term venture are worth pursuing.	Region of uncertainty	Region of curve	Region of confidence	None of the above	D
279	Popular methods of capital budgeting include payback period and _____.	Quota Sampling	Sampling	Snowball sampling	Simple random sampling	C
280	_____ is the value of all future cash inflows less future cash outflows as on today.	Business Investment	Capital Budgeting	IRR	NPV	B
281		discounted cash flow	internal rate of return	net present value	All the above	D
282		Net present value	Working capital	IRR	PMT	A

_____ is the process of defining and analyzing the dangers to individuals, businesses and government agencies posed by potential natural and human-caused adverse events.	Sensitivity analysis	Risk analysis	Qualitative risk analysis	Scenario analysis	B
_____ which is used more often, does not involve numerical probabilities or predictions of loss.	Sensitivity analysis	Risk analysis	Qualitative risk analysis	Scenario analysis	C
_____ are generally used to present information in a simple and better way and also be used to analyse the risk in a better way.	Graphs	Sparklines	Both A& B	Charts	D
It is a technique used to determine how different values of an independent variable will impact a particular dependent variable under a given set of assumptions.	Decision Tree analysis	Sensitivity analysis	Both A& B	Neither A &B	B
_____ involves computing different reinvestment rates for expected returns that are reinvested during the investment horizon. A typical value that represents all the data points is called as _____	Scenario analysis	Sensitivity analysis	Decision Tree Analysis	None	A
_____ is a computerized mathematical technique that allows people to account for risk in quantitative analysis and decision making.	Median	Arithmetic Mean	all the above	None	B
_____ is the process of meeting the financial goals through the proper management of finances.	Finanical Planning	Monte Carlo simulation	Corporate Planning	Personal Finance planning	B
	Corporate planning	Monte Carlo simulation	Financial planning	Personal Finance planning	C

_____ can be defined as the process of setting the procedures in the organization for achieving the predefined goals.	Monte Carlo simulation	Corporate planning	Decision Tree analysis	Sensitivity analysis	B
291 Add_in is default Tab in Excel	TRUE	FALSE			B
By default all the cells in any excel sheet are locked.	TRUE	FALSE			A
293 NPER stands for _____	Total Principal Value	Per value	Total Interest Value	Total Number of Periods	D
A _____ is a series of commands and functions that are stored in a Microsoft Visual Basic module and can be run whenever the user need to perform the task	Pivot Table	Solver	Scenario	Macro	D
295 Consolidate is a What-If Analysis Tool.	TRUE	FALSE			B
Which function that is used to calculate the payment for specific loan terms	sumif	pmt	countif	none of the above	B
297 _____ are not allowed in a macro name	spaces	wild card characters	symbols	none of the above	A
The wizard that is used to create and edit charts _____	pivot table wizard	chart wizard	convert text to columns wizard	tip wizard	B
299 Which one of the following will be the tool that provides a way to view and compare the results of all the different variations together on the worksheet ?	Goal seek	Pivot table	Solver	Data table.	D
The _____ generates a summarised report in tabular form in an interactive manner	Data table	Pivot table	Scenario Manager	Solver	B
301 The _____ wizard separates contents in a cell into different cells	text import wizard	convert text to columns wizard	tip wizard	function wizard	B
302 A cell reference that does not change during a copy operation is known as _____ .	absolute	relative	mixed	constant	A

304	Circle Invalid Data option is available in _____	Consolidate	What-if Analysis	Calculate Sheet	Data Validation	D
305	The wizard that is used to import text files is _____	text import wizard	convert text to columns wizard	tip wizard	function wizard	A
306	A _____ is a summary of the financial position of a business at a specific point in time, showing all assets, liabilities, and equity.	Balance Sheet	Profit & Loss	Income & Expenditure	None	A
307	This ratio shows ability of company to pay back long term loans along with interest or other charges from generation of profit from its operations	Debt Assets Ratio	Interest Coverage Ratio	Total Fund Ration	None	B
308	Which ratio indicate efficiency with which company used its capital (Equity as well as debt)	Return on Investment	Interest Coverage Ratio	Total Fund Ration	Net Profit Margin Ratio	A
309	It is the simplest method of comparing different stocks at a point of time to make investment decisions	Earnings Per share	Fixed Asset Over ratio	Price Earnings Multiple	Gross Profit Ratio	C
310	_____ helps to break down the Return on Equity	Du Point Analysis	Return on Investment	Profitability Ration	None	A
311	_____ is a common method for financing property, facilities, and equipment.	Mortagage	Leasing	Rent	All the above None of the	B
312	xml schema file extention is _____	.xml	.xmd	.xsd	Above	C
313	In hypothesis test, when we can reject the H0(Null Hypothesis)	p-value> a	p-value>=a	p-value< a	p-value<= a	D
314	In Hypothesis test, when we can reject the H1 (alternate hypothesis)	Test statistic >= critical value	Test statistic <=critical value	Test statistic < critical value	p-value<= a	C

<p>A product is purchased for Rs 400000, the salvage value of the product is 50000 after 10 years. Now I want to findout the depreciation value of first 4 years. In the given following</p>	<p>VDB(400000,50000,10,1,4)</p>	<p>VDB(400000,50000,1,4)</p>	<p>VDB(50000,40000,0,10,4)</p>	<p>VDB(50000,40000,0,10,1,4)</p>	<p>A</p>
<p>315 which would be the correct function.</p>					
<p>In VDB function what is the "factor" if it is omitted?</p>	<p>4</p>	<p>1</p>	<p>3</p>	<p>2</p>	<p>D</p>
<p>317 When VDB function calculate the depreciation by using Stright line method?</p>	<p>when the stright line depreciation is greater than the declining balance calculation.</p>	<p>"no_switch" argument is 'FALSE'</p>	<p>Both A and B</p>	<p>either A or B</p>	<p>C</p>
<p>318 A machine was purchased for Rs.1000000 in EMI at 8% interest rate. Planned to repay the loan in 5 Years. In total cost Rs.100000 paid at the time of purchase . What is the correct function to calculate the monthly installment amount.</p>	<p>PMT(8%,5,-1000000,100000,1)</p>	<p>PMT(8%,60,100000,0,100000,0)</p>	<p>PMT(8%/12,60,100000,-100000,1)</p>	<p>PMT(8%,60,-1000000,100000,0)</p>	<p>C</p>
<p>319 A businessman planned to get a loan Rs.1800000. If he get a loan at 8% interest for 6 years, Monthly Installment will be Rs.31599.83. he calculate the same for various interest rates and loan repayment periods. Which Excel option will you suggest to him to make it easy.</p>	<p>Goal seek</p>	<p>scenario manager</p>	<p>Data Table</p>	<p>None of the Above</p>	<p>C</p>
<p>320 In Data table, at a time how many arguments maximum can be used for analysis?</p>	<p>3</p>	<p>1</p>	<p>4</p>	<p>2</p>	<p>D</p>

In a business, Initial cost of investment one year from today is Rs.10000, return from 1st year is 3000, from 2nd year Rs.4200 and from third year Rs.6800. Annual discount rate is 10%. Then to find Net Present Value of this investment what would be the correct

321	function in the given following? _____ file cannot be easily converted into Excel	NPV(10%,10000,3000,4200,6800)	NPV(10,-10000,-3000,-4200,-6800)	NPV(10%,-10000,6800,4200,3000)	NPV(10%,-10000,3000,4200,6800)	D
322	_____ function is used to calculate the present values of all future cashflows.	XML	CSV	PDF	TEXT	C
323	_____ is the rate of discounting at which NPV=0	FV	PV	NPV	IRR	C
324		FV	PV	NPV	IRR	D

If Guess parameter is not specified by the user in IRR,Excel assumes it to be ____

325		0.09	0.14	0.1	0.13	C
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In case if the cash flows occur unevenly,then we may use _____ and _____ in excel
_____ Function is used for calculating depreciation as per Written Down Value

326		PV & IRR	XNPV & XIRR	NPV & IRR	None of the above	B
327	Method	SLN	DB	All the Above	None of the above	B
328	_____ Function can be used while verifying depreciation expense claimed by the auditee	DB	SLN	All the Above	None of the above	A
329	_____ Function is used for calculating maturity dates	Date	Month	NetworkDays	None of the above	D

In EOMONTH() , if the second argument(months) is defined as 2 it will yield month end date _____

330		before 2 months	after 2 months	#N/A	None of the above	B
-----	--	-----------------	----------------	------	-------------------	---

331	Will the EOMONTH() will take the leap year factor into account?	YES	NO			A
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332	EDATE() returns the date with the _____ which is specified number of months before and after the start date.	Next day	previous day	same day	None of the above	C
333	EDATE() can be used to derive schedule of dates at _____ intervals	unequal	equal	Either A or B	Neither A or B	B
334	Which of these is/are mandatory arguments in NETWORKDAYS()?	start date	end date	Either A or B	Both A & B	D
335	In NETWORKDAYS(), holidays argument will contain the holidays list_____	excluding Saturday & Sunday	including Saturday & Sunday	None of the above		A
336	Which of these function can be used,If we had to calculate the working days where the weekends are treated as Friday and Saturday?	NETWORKDAYS() ()	NETWORK.INT() ()	NETWORK.INTR() ()	None of the above	D
337	The output of WORKDAY() will be a _____	Number	Date	Number or Date	None of the above	B
338	In WORKDAY(),if we want to go backwards and derive a date in the past,then we must specify days as_____	Zero	Positive	Negative	None of the above	C
339	If you wish to obtain the days remaining after casting out completed weeks,then which of these function can be used?	QUOTIENT()	MOD()	Either A or B	None of the above	B
340	If you wish to obtain the completed weeks,then which of these function can be used?	QUOTIENT()	MOD()	Either A or B	None of the above	A
341	Which of these operator can be used for joining two or more text strings together?	comma	ampersand	space	hash	B
342	Can we perform a non case-sensitive comparison?	YES	NO			A
343	_____ searches for a value in first column of data/table array	Hlookup	Vlookup	Match	Index	B
344	In VLOOKUP(),the search of the lookup value is performed in the _____ most colum of the table array	Left	Right	Either A or B	Neither A or B	A

345	Which of these is incorrect with respect to VLOOKUP()?	Lookup value is the value which is to be searched in table array	The search is always performed in the leftmost column of the table array	The column index number should be the relative position of the respective column	All the four arguments are mandatory arguments	D
346	In VLOOKUP(),if the lookup_value being searched in a slab/range of numbers then_____should be used	EXACT MATCH	APPROXIMATE MATCH	Either A or B	Neither A or B	B
347	While using Approximate match type in VLOOKUP(),the table should be sorted in _____ on the basis of the leftmost column.	ascending order	descending order	Either A or B	Neither A or B	A
348	Which of these is not an argument in HLOOKUP()?	lookup_array	col_index_number	row_index_number	Both A & B	D
349	_____function returns the value or reference at the intersection of a specified row and column,from an array.	Hlookup	Vlookup	Match	Index	D
350	Which of the following is an optional argument in MATCH()?	Lookup value	lookup array	match type	None of the above	C
351	Lookup array means you can select _____	Only one row	Only one column	one row or one column	multiple rows or multiple columns	C
352	If we need to perform right to left lookup in a table,then _____ can be used	INDEX()	MATCH()	Both A or B	Either A or B	C
353	Which of the following is not an advantage of Index match combination?	It performs left to right lookup	The processing requirement is lower as compared to Vlookup	It can also be used as Hlookup	It avoids data redundancy	A
354	_____ returns the reference specified by a text	INDEX()	MATCH()	INDIRECT()	All the above	C
355	IFERROR() is a brilliant function introduced in Excel _____	2010	2007	2013	2003	B

356	In IFERROR(),value if error argument will be executed if value argument generates _____	#REF!	#VALUE?	#N/A	#DIV/0!	B
357	Countblank function is the reverse of _____ function	COUNTA()	COUNTIFS()	COUNTIF()	None of the above	A
358	Countblank could be used in detectinig cells which have inadvertently _____	remained blank	where data entry is incomplete	Both A & B	None of the above	C
359	_____ function returns the kth largest number from a list of numbers.	MAX	LARGE	Either A or B	None of the above	B
360	Which of these helps us to understand the interrelationship between the cells	Trace Precedents	Trace Dependents	Either A or B	Both A & B	D
361	If the cell is deleted without bothering about tracing its dependents,then the resultant cell will carry _____ error	#NAME?	#N/A	#REF!	None of the above	C
362	_____ is a dedicated tool for tracking down the errors	Go to special	Trace Dependents	Trace Precedents	Error Checking	D
363	Error checking feature will not identify errors in the _____ behind formula construction	syntax	logic	Either A or B	Both A & B	B
364	If we want a quick evaluation of only one of the parts of the formula,we can make use of _____	Evaluate formula	F9	Either A or B	Both A & B	B
365	Which of these operators will be executed 2nd in Excel?	Brackets	Addition	Exponents	Division	C
366	By using Conditional Formatiing,you can hghlight cells containing _____ values	duplicate	unique	Either A or B	Both A & B	D
367	Remove Duplicates is introduced in Excel_____	2010	2007	2003	2013	B
368	In Excel,Using Number Filters,We cannot extract_____ values	Top 10	Bottom 10	Above Average	Below Average	B
369	In Date Filter, all dates in the period option helps to obtain records for different_____	months	quarters	years	All the above	D
370	For using Pivot tables,we need to have a dataset in _____ format	rectagular	flat	Either A or B	Neither A or B	C

371	In Excel, Which of the following is not a field in Pivot Table?	Report Filter	Column Labels	Row Labels	Filter field	D
372	Which of the following cannot be computed in value fields of pivot table?	large	max	min	sum	A
373	Say whether TRUE or FALSE In Pivot table, we cannot eliminate blank cell from data section	TRUE	FALSE			B
374	Which of the following is not a limitation of Pivot Table?	We cannot insert rows or columns in between a Pivot Table report	If the number of records are very large, Pivot table may respond slowly	Pivot Tables Update themselves, We need not refresh them	All the above	C
375	If we want a list of the missing invoice numbers, we can make use of _____	VLOOKUP()	MATCH()	INDEX()	None of the above	A
376	Benford's law was propounded by _____	Dr. Mark Nigrini	Frank Benford	Mark Benford	None of the above	B
377	Benford's Law is also known as law of _____ digit	second	first	third	last	B
378	As per Benford's law, Conventional probability says that the probability of a particular digit being the 1st digit of a number is _____	0.2222	0.3333	0	None of the above	D
379	Benford observed that the probability of 1st digit being 9 is the _____ among all digits	highest	least	most probable	None of the above	B
380	Stratification involves breaking _____ data into _____ groups called as strata	heterogeneous, homogeneous	homogeneous, heterogeneous	humongous, homogeneous	None of the above	A
381	Which of the following is not a result of descriptive statistics?	MEAN	MEDIAN	MOD	LARGE	C
382	An _____ is a group of people with a common goal, having certain resources at its disposal to achieve the common goal	Company	Enterprise	Organization	Concern	B

383	_____ include money, manpower, materials, machines, technologies etc.	Costing	Production	Sales	Resources	D
384	A _____ is a collection of activities that make one or more kinds of input and creates an output that is of value to the customer	Business Model	Business Function	Business Process	Business Operation	C
385	Information systems can be designed so that accurate and timely data are shared between functional areas. These systems are called _____	Integrated Information Systems	Isolated Information Systems	Non-Integrated Information Systems	Non-Isolated Information Systems	A
386	The approach to ERP is to first develop a _____ comprising the business processes or activities that are the essence of a business	Business Model	Business Function	Business Process	Business Operation	A
387	The business model is represented in the graphical form using _____ and _____	charts, pictures	smart art, clip art	flowcharts, flow diagrams	graphs, shapes	C
388	OLAP stands for _____	Online Analysis Processing	Online Analytical Processing	Online Analytical Programming	None of the above	B
389	_____ is a tool that refers to skills, processes, technologies, applications and practices used to facilitate better, accurate and quicker decision making	Data Warehousing	Data Modeling	Business Modeling	Business Intelligence	D
390	Business Intelligence Systems are data-driven _____	Information Systems	Integrated Information Systems	Decision Support Systems	Non-Isolated Information Systems	C
391	_____ technology is the process of creating and utilizing the company's historical data	Data Warehousing	Data Modeling	Business Modeling	Business Intelligence	A

392	_____ can be defined as subject-oriented, integrated, time-variant, non-volatile collections of data used to support analytical decision making	Data Models	Data Warehouses	Data Mines	Operational Data	B
393	_____ databases contain detailed data that is needed to satisfy processing requirements but which has no relevance to management or analysis	Operational	Non-Operational	Subject-Oriented	Informational	A
394	Data in the Data Warehouse is _____, not _____	Dynamic, Static	Non-Volatile, Static	Volatile, Static	Static, Dynamic	D
395	ODS stands for _____	Operational Data Storage	Optional Data Storage	Operational Data Store	Optional Data Store	C
396	_____ data contains an historical perspective that is not generally used by the _____ systems	Operational, Informational	Operational, Static	Informational, Static	Informational, Operational	D
397	Which of the following is/are the data warehousing activity?	Identifying and prioritizing subject areas to be included in the Data Warehouse	Defining the correct level of summarization to support business decision making	Establishing a data warehouse help desk and training users to effectively utilize the desktop tools	All of the above	D
398	The definition of data elements in the data warehouse and in the data sources, and the transformation rules that relate them, are referred to as _____	Masterdata	Detaileddata	Metadata	Basedata	C
399	Data warehouses are not the optimal environment for _____ data	Structured	Unstructured	Informational	Operational	B
400	Maintenance Costs are high for Data Warehousing	TRUE	FALSE			A
401	Data Warehousing can be used for _____	Credit Card Churn Analysis	Insurance Fraud Analysis	Logistics Management	All of the above	D
402	_____ is the process of extracting patterns from data	Data Analysis	Data Warehousing	Data Mining	Data Modeling	C

403	_____ is an approach to quickly answer multi-dimensional analytical queries	Business Processing Management	Online Analytical Processing	Product Life Cycle Management	Supply Chain Management	B
404	The Output of an OLAP query is typically displayed in a _____ format	Matrix	Columnar	Stepped	Outline	A
405	_____ is the succession of strategies used by management as a product goes through its life cycle	Business Processing Management	Online Analytical Processing	Product Life Cycle Management	Supply Chain Management	C
406	A _____ is a network of facilities and distribution options that performs the functions of procurement of materials, transformations of these materials into intermediate and finished products and the distribution of these finished products to the customer	Online Analysis Processing	Business Processing	Supply Chain	Product Life Cycle	C
407	_____ integrates supply and demand mangement within and across companies	BPM	SCM	PLM	CRM	B
408	_____ includes transportation from Suppliers and receiving inventory	Inbound Operations	Outbound Operations	Sourcing planning	Production planning	A
409	Which of the following is not the service area of SCM?	Logistics	Asset Management	PLM	CRM	D
410	_____ CRM provides support to "front office" business processes	Operational	Analytical	Consumer Relationship	Social	A
411	_____ CRM covers aspects of a company's dealings with customers that are handled by various departments within a company, such as sales, technical support and marketing	Operational	Collaborative	Consumer Relationship	Social	B
412	RSS stands for _____	Really simple syndication	Really super syndication	Rare simple syndication	Rare super syndication	A
413	ROI stands for _____	Revenue on Investment	Return on Investment	Both A & B	None of the above	B

414	_____ companies is planning to support tens of millions of customers with just hundreds of employees	B2B	B2C	C2B	C2C	B
415	Which of the following is the decisive feature of the framework?	Network as platform	Architecture of participation	Both A & B	None of the above	C
416	Which of the following is the limitation of Open Source ERP?	Increased Complexities	Legal Complexities	Unsuitable for conventional applications	All of the above	D
417	Which of the following is not an Open ERP software?	Openbravo	SQL-Ledger	Open-Project	ERP5ERP	C
418	_____ is the process of integrating all the business functions and processes in an organization to achieve numerous benefits	EDI	ERP	BPM	None of the above	B
419	_____ must consider the fundamental issues of system integration by analyzing the organization's vision and corporate objectives	Manager	Auditor	Top Management Commitment	Either A or B or C	A
420	ERP _____ requires organizations to reengineer their key business processes reengineering of the existing processes, integration of ERP with other business information systems, selection of right employees, and training of employees on the new system	Traps	Security Audit	Implementation	None of the above	C
421	The more the number of _____, the longer the implementation time	modules	process	package	units	D
422	In which step of the ERP implementation, educating and recruiting end users will be involved	Step 1	Step 2	Step 3	Step 4	B
423	The system _____ process will address issues such as software configuration, hardware acquisition and software testing	implementation	upgradation	installation	migration	C

424	A _____ review is recommended to ensure that all business objectives established during the planning phase are achieved	pre implementation	under process review	post implementation	None of the above	C
425	In _____ stages, auditors have access to rudimentary ERP tools and capabilities for auditing security configurations	post implementation	pre implementation	Both A & B	Either A Or B	A
426	Customization of ERP systems is one of the major challenges in auditing ERP security _____ is the World's one of the fastest and most powerful concurrent multi-lingual business accounting and inventory management software	TRUE	FALSE			A
427	Tally	Tally.ERP 9	Both A & B	None of the above	B	
428	Immediate posting and updation of books of accounts as soon as the transactions are entered. This is called as _____	Interactive Processing	Immediate Processing	Real Time Processing	Business Processing	C
429	Tally.ERP 9 provides graphical analysis of data which helps the user to perform deeper analysis	TRUE	FALSE			A
430	The user can _____ the company data into multiple companies as per financial periods required	Import	Export	Split	Backup	C
431	E-Filing of Returns refers to the process of electronically filing your tax returns through the _____	Intranet	Internet	Extranet	Any of the above	B

			Select Alt+E from the required Return/Form/Annexure to export to .xls format and then upload the same	Either A or B	Neither A Nor B	C
432	Which of the following is true?	We can fill up the details online and submit eVAT returns				
	Tally.ERP 9 does not allows you to export the ETDS forms in NSDL compliant formats as well as facilitates printing of TDS Forms in Physical Form.					
433	True or False	TRUE	FALSE			B
	Which of the following ETDS forms are available in Tally.ERP 9?	Form 26, Annexure to 26	Form 27, Annexure to 27	Form 26Q, Annexure to 26Q	All of the above	D
	The exported eTDS file from Tally.ERP 9 can be validated through NSDL's freely downloadable utility called _____	File Validation Program	File Validation Utility	File Valuation Program	File Valuation Utility	B
435	_____					
	The ETCS forms available in Tally.ERP 9 are _____ and _____	Form 27E	Form 27	Form 26	All of the above	A
436						
	Tally.ERP 9 allows accounting with the regular names without any account codes	TRUE	FALSE			A
437						
	A multi-user version of Tally.ERP 9 can be installed on a network, having any number of computers with different operating systems such as win 95, 98, NT, 2000, XP, Vista, Windows 7, Windows 8, etc.,	TRUE	FALSE			A
438						

439	With _____ technology the characters are reduced in breadth and user is allowed to input additional characters which would make the account name, entity complete and readable	Tally Fix	Tally Adjust	Tally Fit	Tally AutoFit	C
440	The Tally.ERP 9 _____ provides the user with administrator rights and the capability to check the entries made by the authorised users and alter these entries, if necessary	User-defined Security	HTTP-XML based data interchange	Unlimited multi-user support	Audit Feature	D
441	Tally.ERP 9 offers a data encryption option called _____	Tally Data Encryption	Tally Data Encoding	Tally Vault	Tally Data Conversion	C
442	ODBC stands for _____	Open Database Connection	Open Database Connectivity	Oracle Database Connection	Oracle Database Connectivity	B
443	_____ is the process of exchanging Tally.ERP 9 data between two or more locations	Serialization	Randomization	Synchronization	Asynchronization	C
444	Which of the following is the not the previous version of Tally?	Tally 4.5	Tally 6.4	Tally 7.2	Tally 8.1	B
445	Can data of new version be migrated to old version?	Yes	No			B
446	The Tally website offers _____, by which a user can communicate with a Tally representative and get required information	Tally Forum	Tally FAQ	Tally Support	Tally Chat	D
447	_____ is an enabling framework which establishes a connection through which the remote user can access the Client's data without copying/transferring the data	Direct Web Browser Access	Web Publishing	Tally.NET	Email facility	C

448	Tally.NET use _____ for centralised Account Management	Data Centre	Control Centre	Cloud Centre	Administration Centre	B
449	The data is transferred between the remote location and the server using a secured mechanism called _____	Encoding	Decoding	Encryption	Decryption	C
450	_____ works as an interface between the user and Tally.ERP 9 installed at different sites, it enables the user to centrally configure and administer site / user belonging to an account	Control Centre	Data Centre	Cloud Centre	Administration Centre	A
451	A chartered accountant as an _____ is exposed to various operational risk factors viz., time, increasing travel & people costs, limited availability of skilled manpower, intense audit periods	Administrator	Auditor	Expert	Entrepreneur	D
452	The _____ edition provides the Chartered Accountants with Tax Audit and Statutory Compliance tools which equips him/her to retrieve the required information on the basis on which he form an opinion Generate Annexure for Tax Audit under Sec _____ using Auditors' Edition of Tally.ERP 9, a Chartered Accountant can provide services to	Educational Mode	Silver	Gold	Auditor	D
453	their clients	44A	44B	44AB	Both A & B	C
454	Which of the following is one of the Technological Features in Tally.ERP 9?	Concurrent multi-lingual capability	Real time processing	Data Reliability and Automatic Recovery	Accounting without Codes	C
455	Which of the following is one of the salient features of Tally.ERP 9?	Codeless user interface	Graphical analysis of data	Split Company Data	Scalability	D

456	To utilize Tally.NET in Tally.ERP 9, which of the following is the pre-requisite? What is the short cut key for Tally.NET features?	Configuring Tally.NET features	Creating Remote Users	Authorizing Remote Users	All of the above	D
457	What is the short cut key for Tally.NET features?	F1	F2	F3	F4	D
458	Which of the following will be displayed in the List of Companies screen?	Company Name	Account ID	Serial Number	All of the above	D
459	If we want the company to be connected automatically for remote access on load, the property _____ needs to be set it as Yes	Allow to Connect Company	Contact On Load	Either A or B	None of the above	B
460	In order to enable Tally.NET in Tally.ERP 9, the _____ needs to be set to "Yes"	Enable Tally.NET	Contact On Load	Security Controls	Allow to Connect Company	C
461	A message "Company connected successfully" is displayed in the _____ panel	Calculator	Version	License	Configuration	A
462	The remote users are broadly classified into _____ security levels	two	three	four	five	A
463	To create Remote Users, the security level should be _____	Owner	Standard User	Either A or B	None of the above	B
464	Tally.Net ID has to be a valid _____ only _____ enables the user to centrally configure and administer Site / User	Account ID	User Name	Email ID	None of the above	C
465	belonging to an account	Data Centre	Control Centre	Cloud Centre	Administration Centre	B
466	Which of the following is the advantage of the Control Centre?	Surrender, Confirm or Reject activation of a site	Manage Jobs and Recruitments	Create users with predefined security levels	All of the above	D
467	Which of the following is not the predefined security levels in Tally.ERP 9?	Owner	Tally.NET User	Tally.NET Owner	Tally.NET Auditor	C

<p>The Account _____ is authorised to surrender, confirm a site license or Reject the request received on activation 468 from another site</p>	<p>Administrator</p>	<p>Owner</p>	<p>Auditor</p>	<p>User</p>	<p>A</p>
<p>On starting Tally.ERP 9 the Gateway of Tally screen appears displaying the Edition and Users are under Version block, and the Serial Number and Account ID under License block 469 of the _____</p>	<p>Horizontal Bar</p>	<p>Information Panel</p>	<p>Vertical Bar</p>	<p>None of the above</p>	<p>B</p>
<p>_____ enables user to enter the essential information related to the 470 Account/Site ID</p>	<p>User Management</p>	<p>Change Account Admin</p>	<p>Profile Management</p>	<p>Licensing & Configuration</p>	<p>C</p>
<p>_____ enables user to change the 471 Account Administrator's ID</p>	<p>User Management</p>	<p>Change Account Admin</p>	<p>Profile Management</p>	<p>Licensing & Configuration</p>	<p>B</p>
<p>Set _____ to "Yes" to create 472 a fresh set of configuration</p>	<p>Enable ODBC Server</p>	<p>can be overridden locally</p>	<p>client/server configuration</p>	<p>None of the above</p>	<p>C</p>
<p>Which one of the following is not an access 473 right?</p>	<p>Alter Account Admin</p>	<p>Manage Sites</p>	<p>Manage Users</p>	<p>Manage Passwords</p>	<p>D</p>
<p>_____ should be set to "No" 474 for local users</p>	<p>Tally.NET Authorisation</p>	<p>Tally.NET Authentication</p>	<p>Tally.NET Auditor Authorisation</p>	<p>Tally.NET Auditor Authentication</p>	<p>B</p>