Ch.3 Word-Table & Mail Merge Ch.9 Domains of Artificial Intelligence

Q-1 Multiple choice questions.

1. _____ can change the amount of space between the lines of the text.

   a) Word Spacing   b) Paragraph Spacing   **c) Line spacing**

2. _____ is the space between before and after a paragraph.

   a) Word Spacing   **b) Paragraph Spacing**   c) Line spacing

3. The text appear above the regular line of text is called

   a) Superscript   b) Subscript   c) Equations

4. Which two additional tabs will appear when you select the table?

   a) Format, Layout   b) Format, Design   **c) Design, Layout**

5. _____ is vertical series of data in table.

   a) Row   **b) Column**   c) Cell

6. You can save word document in _____ format.

   a) Video   b) Image   **c) PDF**

7. The keyboard shortcut to insert table.

   a) ALT+N+T+I   b) ALT+N+T+D   c) ALT+N+T+Q

8. The keyboard shortcut to draw table.

   a) ALT+N+T+I   **b) ALT+N+T+D**   c) ALT+N+T+Q

9. The keyboard shortcut to switch to Print Layout View.

   a) ALT+CTRL+P   b) ALT+CTRL+O   c) ALT+CTRL+N

10. The keyboard shortcut to switch to Outline View.

    a) ALT+CTRL+P   **b) ALT+CTRL+O**   c) ALT+CTRL+N

11. The keyboard shortcut to switch to Draft View.

    a) ALT+CTRL+P   b) ALT+CTRL+O   **c) ALT+CTRL+N**

12. _____ is horizontal series of data in table.

    a) Row   b) Column   c) Cell

13. AI in education can:

    a) Replace teachers in schools   **b) Help create personalized learning tools**   c) Build school buildings

14. Which AI technology is often used for analyzing medical images like X-rays and MRIs?

    a) Speech Recognition   b) Natural Language Processing   **c) Computer Vision**

15. Which of these devices uses AI?

    a) A ruler   **b) Smart assistant like Alexa or Siri**   c) Regular desk lamp

16. AI in games is used to:

a) Read books   **b) Make games more challenging and fun**   c) Cook food for players

17. What AI technology is commonly used in speech recognition?

   a) Expert Systems   **b) Natural Language Processing (NLP)**   c) Robotics

18. Which AI domain focuses on teaching computers to see and understand images?

  a) Speech Recognition   b) Natural Language Processing   **c) Computer Vision**

19. Rock paper and scissors game is based on the following domain:

   a) Data   b) Natural Language Processing   c) Computer Vision

20. The technology used to aid computers to understand the human's natural language is:

  a) Gamification   **b) Natural Language Processing (NLP)**   c) Data

Q-2 Fill in the blank.

1) **Tables** are way of organizing information into rows and columns.

2) **Macro** saves time by combining a series of actions into a single command.

3) **Autocorrect** feature corrects common spelling errors automatically.

4) **AutoFormat** creates symbols, fractions, and ordinal numbers automatically.

5) **Format Painter** tool is used to copy the formatting of portion of text.

6) The intersection of rows and column is called **cell**.

7) **Tab** is used for controlling the position of text on document.

8) The AI domain that helps in identifying objects, faces, or patterns in images is called **Computer Vision**

9) Virtual assistants like Siri or Alexa use AI to understand **voice** commands.

10) Self-driving cars use AI to see the road and make decisions using **Computer** Vision and **Machine** Learning.

Q-3 Write True or False.

1) By default, Word assigns the Left Align command to text.   **True**

2) Column is horizontal series of data in table.   **False**

3) You can combine only two cells in table.   **False**

4) You can make only one table in a document.   **False**

5) You can send table with mail merge.   **True**

6) Mail merge feature produces a personalized letter for each person on mailing list.   **True**

7) AI in the domain of computer vision helps machines recognize images and objects.   **True**

8) AI in speech recognition allows computers to understand and convert spoken words into text.   **True**

9) The domain of AI called computer vision is used to solve math problems.   **False**

10) AI cannot play games like chess or solve puzzles.   **False**

Q-4 Application Based Questions:

1) You are travelling in car with your parents, Which AI based application is used to find a map to reach the destination? Write the AI domain used in this application.

  Ans: App used to find a map is: Google Map

2) When you upload photos on Facebook, it automatically highlights the faces and suggest friends to tag. Which domain of AI is used on Facebook to recognize faces and suggest tagging?

Ans: The domain of AI used by Facebook to recognize faces and suggest tagging is Computer Vision.

3) **Observe the figure and answer the questions**

S. No.	Marks of Students	
1	45	18
2	36	20
3	34	19
4	30	16

a) How many rows and columns are there in the table?

Ans: Rows: 5 , Columns: 3

b) Which feature has been used in the second column?

Ans: Merge Cells

c) What is the alignment of data in column 1?

Ans: Center alignment

d) Name the tab and the group that have the option to insert a table in a document.

Ans: Insert Tab, Tables Group

4) Your school plans to have an annual event on December 15th, 2024 and intends to send a letter to all parents about it. Can you suggest a Word function that can quickly create a circular for 750 students with unique names and addresses, and then print it out for each one?
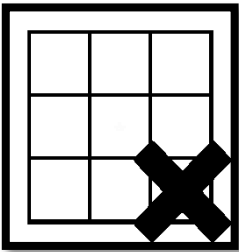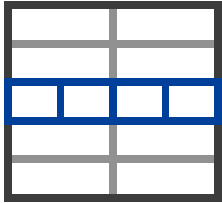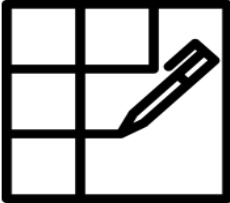
Ans: Mail Merge
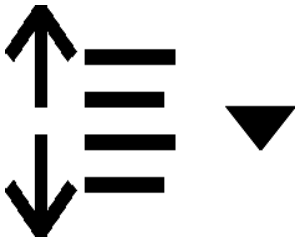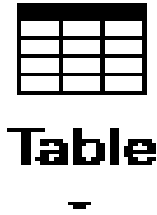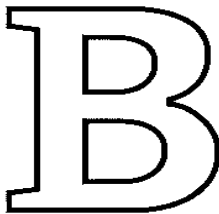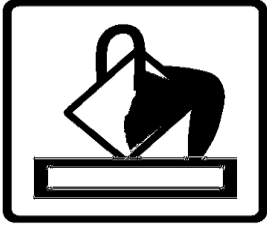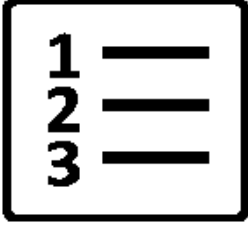
Q-5 Identify the domain (Data, CV, NLP) of following Artificial Intelligence applications.
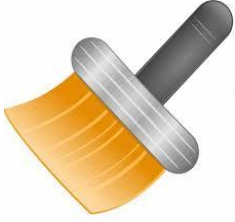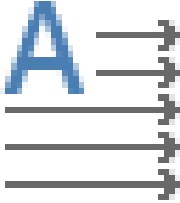
  Chatbot, Self-driving car, Siri, Biometric System, Alexa, Google Assistant, Face recognition app.

  Emoji Scavenger Hunt Game, QP-Brain, Google Maps, ChatGPT, Google lens.

Data	CV (Computer Vision)	NLP (Natural Language Processing)

Biometric System QP-Brain	Self-driving car Face recognition app Emoji Scavenger Hunt Game Google lens Google Maps	Chatbot Siri Alexa Google Assistant ChatGPT

Q-5 Identify the pictures.

Font Color	**Line Spacing**	**Insert table Tab**
Bold	**Shading**	**Numbered List**
Font Size	**Subscript**	**Delete Table**

Split Cells	Draw Table	Formula
Start Mail Merge	Format Painter	Text Direction