

Co-operative Service Examination Board

Provisional Answerkey For the Post of Data Entry Operator

Notification No : 32/2025

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1)'Human Rating Certification' is related to _____.

- (A)Space Voyage (B)Man's Social Status (C)Intellectual Quality of Man (D)Level of human knowledge

Correct Answer : **(A)**

2)Name the country which incorporated 'abortion rights' in its constitution in 2024:

- (A)Britain (B)India (C)France (D)Germany

Correct Answer : **(C)**

3)Among the following which is the first IT Park in India?

- (A)Info Park, Kochi (B)International Tech Park, Bangalore (C)Techno Park, Thiruvananthapuram (D)HITEC CITY, Hyderabad

Correct Answer : **(C)**

4)'Samagra Shiksha Abhiyan' aims _____

(1) Single Scheme for School Education from Class I to XII - extension of intervention to Senior Secondary Level.

(2) To improve the level of School Education up to Class 10 only.

of these statements.

- (A)(1) alone is correct (B)(2) alone is correct (C)(1) is incorrect (D)(1) and (2) are incorrect

Correct Answer : **(A)**

5)Name the University in which Dr. Jancy James held the post of Vice Chancellor.

- (A)Kerala University (B)Calicut University (C)Cochin University of Science and Technology (D)Mahatma Gandhi University

Correct Answer : **(D)**

6) Which was the first bank in India to introduce 'Internet Banking'?

- (A) State Bank of India (B) Union Bank (C) Syndicate Bank (D) ICICI Bank

Correct Answer : **(D)**

7) India's first UNESCO city of Literature is _____.

- (A) Thiruvananthapuram (B) New Delhi (C) Jaipur (D) Kozhikode

Correct Answer : **(D)**

8) In April 2024, the RBI unveiled a unique coin to commemorate its 90th anniversary. The coin is made of _____.

- (A) Bronze (B) Silver (C) Nickel (D) Alloy of Copper

Correct Answer : **(B)**

9) 'She RNI' is a programme designed to bring forth equality and justice for females in _____.

- (A) Science Research (B) Domestic Life (C) Local body representation (D) Employment opportunities

Correct Answer : **(A)**

10) Emperor Asoka belonged to _____ dynasty.

- (A) Gupta (B) Kushan (C) Maurya (D) Vardhana

Correct Answer : **(C)**

11) The study on moon is called _____.

- (A) Selenology (B) Aerology (C) Geoscience (D) Heliology

Correct Answer : **(A)**

12) The Halley's comet will appear in _____.

- (A) 2061/2062 (B) 2086 (C) 2050 (D) 2087

Correct Answer : **(A)**

13) Which Ocean has the longest coastline?

- (A) Pacific Ocean (B) Indian Ocean (C) Arctic Ocean (D) Atlantic Ocean

Correct Answer : **(D)**

14) Who called the Preamble of Indian Constitution as 'The Identity Card of the Constitution'?

- (A) Jawahar Lal Nehru (B) Nani A Palkhivala (C) Dr. B. R. Ambedkar (D) Ram Jethmalani

Correct Answer : **(B)**

15) The ability to produce more units of a good or service than some other producer using the same quantity of resources is called _____.

- (A) Absolute advantage (B) Comparative advantage (C) Opportunity cost (D) None of the above

Correct Answer : **(A)**

16) Burning of natural gas is which type of reaction?

- (A) Endothermic reaction (B) Exothermic reaction (C) Redox reaction (D) None of the above

Correct Answer : **(B)**

17) Among the following countries, which was the first to abolish Capital Punishment:

- (A) Venezuela (B) The USA (C) Britain (D) Netherlands

Correct Answer : **(A)**

18) 'Bharat NCX 2024' relates to _____.

- (A) Cyber Security initiative (B) National Health initiative (C) National Education initiative (D) None of the above

Correct Answer : **(A)**

19) Philp Noyce was honoured with the lifetime achievement award instituted in the name of _____.

- (A) Mrinal Sen (B) Satyajit Ray (C) Godard (D) Kim-Ki-Duk

Correct Answer : **(B)**

20)

Reserve Bank of India borrows money from Commercial banks and pays interest at _____.

(A)Repo Rate (B)Bank Rate (C)Reverse Repo Rate (D)Base Rate

Correct Answer : **(C)**

21)Donald Trump took office as the _____ President of the United States in January 2025.

(A)47th (B)46th (C)48th (D)45th

Correct Answer : **(A)**

22)How many digits are there in the IMSI number used to identify a mobile subscriber?

(A)10 digits (B)12 digits (C)15 digits (D)18 digits

Correct Answer : **(C)**

23)What is the name of the official digital currency of the Indian Government?

(A)Bharat Coin (B)Crypto Rupee (C)Digital Rupee (D)E-Cash India

Correct Answer : **(C)**

24)National Consumer Day:

(A)December 24 (B)December 10 (C)October 24 (D)January 30

Correct Answer : **(A)**

25)Which country hosted the 2025 World Games?

(A)France (B)China (C)Brazil (D)Canada

Correct Answer : **(B)**

26)Who is the current Minister in charge of the Petroleum and Natural Gas in the Central Cabinet?

(A)Piyush Goyal (B)C. R. Patil (C)Hardeep Singh Puri (D)Suresh Gopi

Correct Answer : **(C)**

27)Whose autobiography is "Ajanmaniyogam"?

(A)K. Ajitha (B)Sugatha Kumari (C)Annie Mascarene (D)D. Sreedevi

Correct Answer : **(D)**

28)Metal added to Iron to make stainless steel:

(A)Nickel (B)Copper (C)Zinc (D)Aluminum

Correct Answer : **(A)**

29)The tax levied on the net income or profits of companies is known as:

(A)Service tax (B)Central tax (C)Corporate tax (D)Income tax

Correct Answer : **(C)**

30)As of 2025 which Indian city has been ranked as the safest?

(A)Thiruvananthapuram (B)Chennai (C)Mangalore (D)Indore

Correct Answer : **(C)**

31)Which place in Kerala is known as the 'Evergreen city of India'?

(A)Alappuzha (B)Wayand (C)Idukki (D)Thiruvananthapuram

Correct Answer : **(D)**

32)In 1939, Subhash Chandra Bose was elected President of the Congress Party, defeating the candidate backed by Mahatma Gandhi and the Congress Working Committee. Who was the candidate?

(A)C. Rajagopalachari (B)Jawahar Lal Nehru (C)Pattabhi Sitaramayya (D)Sardar Vallabhbhai Patel

Correct Answer : **(C)**

33)The first Five Year Plan of India was based on which model?

(A)Mahalanobis Model (B)Nehru Model (C)Harrod-Domar Model (D)Dadabhai Naoroji Model

Correct Answer : **(C)**

34)Who is the Higher Education Minister of Kerala?

(A)V. Sivankutty (B)K. Rajan (C)Dr. R. Bindu (D)P. Rajeev

Correct Answer : **(C)**

35)'Riyawan Garlic' which has received Geographical indication tag belongs to which Sate?

(A) Bihar (B)Odisha (C)Tripura (D)Madhya Pradesh

Correct Answer : **(D)**

36)What is the standard width of each wicket in Cricket?

(A)8 inches (B)9 inches (C)10 inches (D)12 inches

Correct Answer : **(B)**

37)
Total number of Municipalities in Kerala:

(A)97 (B)78 (C)82 (D)87

Correct Answer : **(D)**

38)
The longest river in Kerala:

(A)Chaliyar (B)Periyar (C)Pamba (D)Kabani

Correct Answer : **(B)**

39)Who wrote 'A Brief History of Time'?

(A)Bill Gates (B)Stephan Hawking (C)Louis Glick (D)APJ Andul Kalam

Correct Answer : **(B)**

40)What is India's rank in Global Hunger Index-2025?

(A)92 (B)102 (C)105 (D)126

Correct Answer : **(B)**

41)What was the primary technology used in Second-Generation computer?

(A)Vacuum Tubes (B)Transistors (C)Integrated Circuits (D)Microprocessors

Correct Answer : **(B)**

42)IBM 1401 is:

(A)First Generation Computer (B)Second Generation Computer (C)Third Generation Computer (D)Fourth Generation Computer

Correct Answer : **(B)**

43)
Switching device of Fifth Generation Computer is _____.

(A)Vacuum Tubes (B)Transistors (C)IC (D)VLSI

Correct Answer : **(D)**

44)Which device developed by Douglas Engelbart, revolutionized the way users interact with computers?

(A)Keyboard (B)Monitor (C)Mouse (D)Touchscreen

Correct Answer : **(C)**

45)Which early computer was notable for using punch cards as a form of input?

(A)IBM System/360 (B)UNIVAC I (C)Apple II (D)ENIAC

Correct Answer : **(D)**

46)Mr. Herman Hollerith is associated with:

(A)Vacuum Tube (B)Punched Card tabulating machine (C)Integrated Circuit (D)Microprocessor

Correct Answer : **(B)**

47)When was the world's first laptop introduced in the market and by which company?

(A)1981, Epson (B)1950, IBM (C)1988, Microsoft (D)1965, Compaq

Correct Answer : **(A)**

48)In which of the following is EBCDIC used?

- (A)Super Computers (B)Mainframe Environments (C)Machine codes (D)Programming

Correct Answer : **(B)**

49)Which was the first successful high-level programming language?

- (A)BASIC (B)Fortran (C)COBOL (D)Assembly

Correct Answer : **(B)**

50)Which was the year the World Wide Web introduced to the public?

- (A)1989 (B)1991 (C)1993 (D)1995

Correct Answer : **(C)**

51)_____ is an emerging branch in Computer Science, which interprets means and methods of making computers think like human beings.

- (A)Block Chain (B)VR (C)AI (D)Cloud computing

Correct Answer : **(C)**

52)UNIVAC is:

- (A)Universal Automatic Computer (B)Universal Array Computer (C)Unique automatic Computer (D)Unvalued Automatic Computer

Correct Answer : **(A)**

53)The ____ is the amount of data that a storage device can move from the storage medium to the computer per second.

- (A)data migration rate (B)data digitizing rate (C)data transfer rate (D)data access rate

Correct Answer : **(C)**

54)_____ store data or information temporarily and pass it on as directed by the control unit.

- (A)Address (B)Register (C)Number (D)Memory

Correct Answer : **(B)**

55)Which of the following is NOT one of the four major data processing functions of a computer?

- (A)Gathering data (B)Processing data into information (C)Analyzing the data or information (D)Storing the data or information

Correct Answer : **(C)**

56)_____ provides process and memory management services that allow two or more tasks, jobs or programs to run simultaneously.

- (A)Multitasking (B)Multithreading (C)Multiprocessing (D)Multicomputing

Correct Answer : **(A)**

57)The technology that stores only the essential instructions on a microprocessor chip and thus enhances its speed is referred to as:

- (A)CISC (B)RISC (C)CD-ROM (D)Wi-Fi

Correct Answer : **(B)**

58)ASCII is a coding system that provides:

- (A)256 different characters (B)512 different characters (C)1024 different characters (D)128 different characters

Correct Answer : **(D)**

59)JPEG stands for:

- (A)Joint Photographic Expert Group (B)Joint Photographic Expert Graphics (C)Join Photographic External Group (D)Join Photographic Expert Grade

Correct Answer : **(A)**

60)What is the full form of CMOS?

- | | | | |
|--|--|---|---|
| (A)Content Metal
Oxide
Semiconductor | (B)Complementary
Metal Oxide
Semiconductor | (C)Complementary
Metal Oxygen
Semiconductor | (D)Complementary
Metal Oscillator
Semiconductor |
|--|--|---|---|

Correct Answer : **(B)**

61)Which one of the following extends a private network across public networks?

- | | | | |
|--------------------------|-------------------------------|----------------------------------|----------------------------|
| (A)Local Area
Network | (B)Virtual Private
Network | (C)Enterprise Private
Network | (D)Storage Area
Network |
|--------------------------|-------------------------------|----------------------------------|----------------------------|

Correct Answer : **(B)**

62)Shell is the exclusive feature of:

- | | | | |
|---------|--------|--------------------|-------------------------|
| (A)UNIX | (B)DOS | (C)System Software | (D)Application Software |
|---------|--------|--------------------|-------------------------|

Correct Answer : **(A)**

63)The protocol used for retrieving email from a mail server is:

- | | | | |
|---------|---------|---------|--------|
| (A)POP3 | (B)SNMP | (C)SMTP | (D)FTP |
|---------|---------|---------|--------|

Correct Answer : **(A)**

64)What is the meaning of EEPROM?

- | | | | |
|---|---|--|---|
| (A)Electronically
Erasable
Programmable Read
Only Memory | (B)Electrically
Erasable
Programmable Read
Only Memory | (C)Electronically
Erasable
Programmable Reach
Only Memory | (D)Electrically
Erasable Practical
Reach Only
Memory |
|---|---|--|---|

Correct Answer : **(B)**

65)Which is not a font style in MS Word?

- | | | | |
|---------|----------------|-----------|------------|
| (A)Bold | (B)Superscript | (C)Italic | (D)Regular |
|---------|----------------|-----------|------------|

Correct Answer : **(B)**

66)Which tab would you use to change the page orientation?

(A)Home (B)Insert (C)Page Layout (D)View

Correct Answer : **(C)**

67)What does the 'Ctrl + Z' shortcut do in Microsoft Word?

(A)Copies selected text (B)Undoes the last action (C)Redoes the last action (D)Saves the document

Correct Answer : **(B)**

68)How do you insert a hyperlink in a Word document?

(A)Insert tab -> Hyperlink (B)Home tab -> Hyperlink (C)Page Layout tab -> Hyperlink (D)Reference tab -> Hyperlink

Correct Answer : **(A)**

69)The Word Wrap feature:

(A)automatically moves text to the next line when necessary (B)appears at the bottom of the document (C)allows you to type over text (D)is the short horizontal line indicating the end of document

Correct Answer : **(A)**

70)Which feature of Microsoft Word helps in creating list?

(A)Bullets and Numbering (B)Word Wrap (C)Scaling (D)Word Art

Correct Answer : **(A)**

71)Which of the following is not an option for changing the case in the text?

(A)indent case (B)sentence case (C)toggle case (D)lower case

Correct Answer : **(A)**

72)Which of the following is NOT present in MS Word?

(A)Font Size (B)Word Count (C)Page Margin (D)Brush

Correct Answer : **(D)**

73)What function does the 'Thesaurus' feature provide in MS Word?

- (A)Checking document security (B)Finding synonyms and antonyms for words (C)Translating text into different languages (D)Counting the words in the document

Correct Answer : **(B)**

74)Which of the following helps to reduce spelling error in the document?

- (A)Auto Format (B)Auto Correct (C)Auto Text (D)All of the above

Correct Answer : **(B)**

75)What is the use of End Key?

- (A)Moves the cursor to the end of document (B)Moves the cursor to the end of paragraph (C)Moves the cursor to the end of screen (D)Moves the cursor to the end of line

Correct Answer : **(D)**

76)Which feature starts a new line whenever a word or sentence reached a border?

- (A)Text Line (B)New Line (C)Text Wrapping (D)Text Align

Correct Answer : **(C)**

77)When you insert an Excel file into a Word document, the data are:

- (A)hyperlinked (B)placed in a Word table (C)Linked (D)embedded

Correct Answer : **(B)**

78)What is the purpose of the 'Filter' feature?

- (A)To format cells (B)To sort data (C)To display only the rows that meet certain criteria (D)To create charts

Correct Answer : **(C)**

79)Which function returns the current date and time in Excel?

- (A)NOW () (B)DATE () (C)TIME () (D)CURRENT ()

Correct Answer : **(A)**

80)How can you apply the same format to multiple cells?

(A)Use the Format Painter tool

(B)Use the Fill Handle tool

(C)Use the Copy and Paste tools

(D)Use the AutoFill tool

Correct Answer : **(A)**

81)How can you freeze the top row of your worksheet?

(A)View -> Freeze Panes -> Freeze Top Row

(B)Data -> Freeze Panes -> Freeze Top Row

(C)Home -> Freeze Panes -> Freeze Top Row

(D)Insert -> Freeze Panes -> Freeze Top Row

Correct Answer : **(A)**

82)Which function returns the highest value in a range?

(A)MAX

(B)HIGH

(C)UPPER

(D)TOP

Correct Answer : **(A)**

83)Which function in Excel tells how many numeric entries are there?

(A)NUM

(B)COUNT

(C)SUM

(D)CHKNUM

Correct Answer : **(B)**

84)What type of Chart is good for single series of data?

(A)Column Chart

(B)Line Chart

(C)Pie Chart

(D)Cone Chart

Correct Answer : **(C)**

85)In MS-Excel how do you change column width to fit the contents?

(A)Single-click the boundary to the left to the column heading

(B)Double-click the boundary to the right of the column heading

(C)Press Alt and single click anywhere in the column

(D)All of the above

Correct Answer : **(A)**

86)In MS-Excel which of the following is used to perform what if analysis?

- (A)Solver (B)Goal Seek (C)Scenario Manager (D)All of the above

Correct Answer : **(C)**

87)In MS-Excel what does SUMIF function do?

- (A)Adds up cell values based on a condition (B)Adds all the numbers in a range of cells (C>Returns a subtotal in a list or database (D)Both A and B

Correct Answer : **(A)**

88)In order to hold rows and column titles in place, so that they do not scroll when you scroll a worksheet:

- (A)Unfreeze Panes command on the Window menu (B)Freeze Panes command on the Window menu (C)Hold Titles command on the Edit menu (D)Split command on the Window menu

Correct Answer : **(B)**

89)_____ controls the look of your entire presentation such as fonts, colours, logos, design, etc.

- (A)Slide Master View (B)Handout Master View (C)Notes Master View (D)None of the above

Correct Answer : **(A)**

90)In which view notes pane appears in PowerPoint?

- (A)Normal View (B)Outline View (C)Both (a) and (b) (D)None of the above

Correct Answer : **(C)**

91)Objects on the slide that hold text are called _____.

- (A)Placeholders (B)Text holders (C)Object holders (D)Text box

Correct Answer : **(A)**

92)What is the purpose of the 'Rehearse Timings' feature?

- | | | | |
|----------------------------------|--|--------------------------------------|--------------------------------|
| (A)To practice slide transitions | (B)To record the presentation as video | (C)To set the timings for each slide | (D)To add animations to slides |
|----------------------------------|--|--------------------------------------|--------------------------------|

Correct Answer : **(C)**

93)How to show the same presentation continuously?

- | | | | |
|---|---|---|---|
| (A)By enabling the option 'Loop continuously until Esc' | (B)By enabling the option 'Repeat presentation' | (C)By enabling the option 'Show presentation' | (D)Presentation cannot be continued once it is finished |
|---|---|---|---|

Correct Answer : **(A)**

94)Which of the following is NOT a view option in PowerPoint?

- | | | | |
|-----------------|-----------|----------------|-----------------|
| (A)Slide Sorter | (B)Normal | (C)Page Layout | (D)Reading View |
|-----------------|-----------|----------------|-----------------|

Correct Answer : **(C)**

95)How can you quickly duplicate a slide?

- | | | | |
|---|-------------------|-----------------------------|---------------------|
| (A)Right click the slide thumbnail and select "Duplicate Slide" | (B)Press Ctrl + D | (C)Copy and paste the slide | (D)All of the above |
|---|-------------------|-----------------------------|---------------------|

Correct Answer : **(D)**

96)Which of these is NOT an option for inserting media into a slide?

- | | | | |
|----------|----------|----------|-------------|
| (A)Audio | (B)Video | (C)Chart | (D)Bookmark |
|----------|----------|----------|-------------|

Correct Answer : **(D)**

97)Which option allows you to insert comments into a slide?

- | | | | |
|--------------------------|----------------------|---|---------------------|
| (A)Review -> New Comment | (B)Insert -> Comment | (C)Right click and select "Add Comment" | (D)All of the above |
|--------------------------|----------------------|---|---------------------|

Correct Answer : **(D)**

98)What is the shortcut key to start a PowerPoint presentation from the beginning?

- (A)F5 (B)Ctrl + F5 (C)Alt + F5 (D)Shift + F5

Correct Answer : **(A)**

99)How can you stop a slide show?

- (A)Press the Right Arrow (B)Press Escape (C)Press the Left Arrow (D)Press the Down Arrow

Correct Answer : **(B)**

100)Which feature is used to apply motion effects to objects on a slide?

- (A)Animations (B)Transitions (C)Themes (D)Design

Correct Answer : **(A)**

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Date : 29-12-2025

Secretary

Place : Thiruvananthapuram

Co-Operative Service Examination Board

**N.B.COMPLAINTS IF ANY SHOULD BE PREFERRED ON OR BEFORE 03-01-2026
THROUGH THE CANDIDATE PROFILE**