

COMPUTER CONCEPTS MODULE 4 PRACTICE EXAM (SAMPLE)

STUDY GUIDE



SAMPLE STUDY GUIDE WITH LIMITED QUESTIONS

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Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- Practice answering questions under realistic conditions,
- Improve accuracy and speed,
- Review explanations to strengthen weak areas, and
- Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

Remember: successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

How to Use This Guide

This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:

1. Start with a Diagnostic Review

Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.

2. Study in Short, Focused Sessions

Break your study time into manageable blocks (e.g. 30 – 45 minutes). Review a handful of questions, reflect on the explanations.

3. Learn from the Explanations

After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.

4. Track Your Progress

Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.

5. Simulate the Real Exam

Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.

6. Repeat and Review

Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.

There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!

Questions

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- 1. When saving to OneDrive, the storage location is typically on what resource?**
 - A. A storage area located on a server
 - B. Local device storage
 - C. A USB drive
 - D. A cloud cache

- 2. How can you display the main folders on a Windows computer?**
 - A. Task Manager
 - B. Control Panel
 - C. Open file manager
 - D. Settings

- 3. The file name vacation.jpg belongs to which general category?**
 - A. Graphics image file
 - B. Text document
 - C. Audio file
 - D. Executable file

- 4. Define SDLC and name its main phases.**
 - A. Software Development Life Cycle; phases: planning, analysis, design, implementation, testing, deployment, maintenance.
 - B. System Design Lifecycle; steps: coding, debugging.
 - C. Software Deployment Logic; phases: build, run.
 - D. System Development Last Cycle; cycles.

- 5. Which of the following terms refers to the area of the hard drive used for virtual memory?**
 - A. Cache
 - B. Swap file
 - C. RAM
 - D. Page file

- 6. The main function of a menu is to provide commands to perform actions.**
- A. Display graphics
 - B. Show status updates
 - C. Provide commands to perform actions
 - D. Run background tasks
- 7. Which of the following is a social engineering tactic used to trick users into revealing credentials?**
- A. Phishing
 - B. Brute force
 - C. SQL injection
 - D. DDoS
- 8. Which utility would you reuse to reclaim disk space by removing temporary and unnecessary files?**
- A. System restore
 - B. Task Manager
 - C. Disk cleanup utility
 - D. Disk defragmenter
- 9. Dominic is left-handed and wants to adjust the pointing device settings. Which action would solve this?**
- A. Adjust the settings for the mouse through the control panel
 - B. Buy a new mouse
 - C. Reinstall the operating system
 - D. Use a keyboard instead
- 10. Which of the following is not an advantage of saving documents in the cloud?**
- A. You can access the documents when you are not connected to the Internet
 - B. You can access them from anywhere with Internet
 - C. You can share documents with others easily
 - D. It automatically backs up files

Answers

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1. A
2. C
3. A
4. A
5. B
6. C
7. A
8. C
9. A
10. A

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Explanations

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1. When saving to OneDrive, the storage location is typically on what resource?

- A. A storage area located on a server**
- B. Local device storage
- C. A USB drive
- D. A cloud cache

OneDrive is a cloud storage service, so files saved there reside on remote servers rather than just on your own device. When you save to OneDrive, the OneDrive client uploads your files to Microsoft's data centers, and you can access them from any device signed into your account. What you see in your OneDrive folder on your computer can be a local copy or a placeholder due to features like Files On-Demand, but the actual storage location is the cloud server. This differs from saving to local device storage, a USB drive, or a local cache, which are not the primary storage locations for OneDrive.

2. How can you display the main folders on a Windows computer?

- A. Task Manager
- B. Control Panel
- C. Open file manager**
- D. Settings

Displaying your main folders is done with File Explorer, the Windows file management app. File Explorer is built to browse drives and the top-level folders you use most, like Documents, Downloads, Desktop, and Pictures, all in one window with a navigation pane for quick access. You can open it quickly by pressing Windows key + E, clicking the File Explorer icon on the taskbar, or selecting File Explorer from the Start menu. The other options serve different purposes: Task Manager shows running programs and system performance, while Control Panel and Settings handle configuration and system options rather than file navigation.

3. The file name vacation.jpg belongs to which general category?

- A. Graphics image file**
- B. Text document
- C. Audio file
- D. Executable file

File extensions indicate the type of data a file contains, and a name ending with .jpg signals a JPEG image format used for graphics and photographs. JPEGs store image data and use lossy compression to reduce file size while keeping picture quality reasonable, which is why this file is categorized as a graphics image file. It isn't a text document (like .txt or .docx), an audio file (like .mp3 or .wav), or an executable file (like .exe).

4. Define SDLC and name its main phases.

- A. Software Development Life Cycle; phases: planning, analysis, design, implementation, testing, deployment, maintenance.**
- B. System Design Lifecycle; steps: coding, debugging.
- C. Software Deployment Logic; phases: build, run.
- D. System Development Last Cycle; cycles.

SDLC stands for Software Development Life Cycle, a framework that guides the entire process of creating software from idea to long-term support. The main phases here are planning, analysis, design, implementation, testing, deployment, and maintenance. Each step has a clear purpose—planning sets goals and scope, analysis gathers the requirements, design outlines the solution, implementation builds the code, testing checks that it works correctly, deployment puts the software into use, and maintenance handles fixes and updates after release. This sequence is the best match because it reflects a comprehensive, widely used structure that covers all stages of delivering a workable, maintainable product. The other options use nonstandard terms or leave out essential phases, so they don't describe the complete process the way this set does.

5. Which of the following terms refers to the area of the hard drive used for virtual memory?

- A. Cache
- B. Swap file**
- C. RAM
- D. Page file

Virtual memory extends RAM by moving pages between memory and disk when RAM gets full. The part of the hard drive set aside for this swapping is the swap file. Cache is used to speed up data access and isn't the storage area used for virtual memory. RAM is the actual physical memory, not disk storage. In Windows this on-disk area is called the page file, but the broader term for the on-disk space used for swapping is swap file—the key idea being the disk space that holds pages moved out of RAM.

6. The main function of a menu is to provide commands to perform actions.

- A. Display graphics
- B. Show status updates
- C. Provide commands to perform actions**
- D. Run background tasks

Menus are about giving you access to the actions you can take in the software. A menu lists commands like New, Open, Save, or Print, and selecting one triggers the corresponding action in the program. It organizes and presents these options so you can perform tasks directly from the interface. This is different from displaying graphics, which is about rendering visuals; showing status updates, which comes from a status area or notifications; or running background tasks, which are processes the program performs behind the scenes. The menu's purpose is to provide the commands you use to perform actions.

7. Which of the following is a social engineering tactic used to trick users into revealing credentials?

- A. Phishing**
- B. Brute force
- C. SQL injection
- D. DDoS

Understanding how attackers manipulate people to reveal passwords is what this item tests. Phishing uses that approach by posing as a trustworthy source—often through email, text, or fake login pages—to lure someone into entering a username and password. The attacker relies on our tendency to trust familiar logos, urgent security warnings, or messages that appear to come from a legitimate institution, prompting the user to click a link and type credentials on a counterfeit site. Because the attack targets the human element rather than exploiting a technical flaw, it's a primary way credentials are stolen through manipulation. This is different from brute force, which guesses passwords through automated trials; SQL injection, which exploits how a site handles input to extract data; and DDoS, which aims to overwhelm a service and disrupt availability rather than steal credentials. Defensive habits include verifying sender details, checking URLs carefully, avoiding entering credentials after following unsolicited messages, and enabling multi-factor authentication.

8. Which utility would you reuse to reclaim disk space by removing temporary and unnecessary files?

- A. System restore
- B. Task Manager
- C. Disk cleanup utility**
- D. Disk defragmenter

To reclaim disk space by removing temporary and unnecessary files, you use a cleanup utility that scans the drive for items you can safely delete and frees up space without affecting your personal files. The disk cleanup tool specifically targets temporary files, caches, Recycle Bin contents, and other unneeded system data, and lets you choose which categories to delete. It can also remove older system update files in some versions, further increasing free space. This focused cleanup makes it the right tool for reclaiming space quickly and safely. Other options have different purposes: a system restore feature keeps restore points to revert the system to a previous state, which can consume a lot of space but isn't about removing temporary files. Task Manager is for monitoring and managing running programs, not for freeing disk space. Disk defragmenter reorganizes data to improve performance, not to reclaim space.

9. Dominic is left-handed and wants to adjust the pointing device settings. Which action would solve this?

- A. Adjust the settings for the mouse through the control panel**
- B. Buy a new mouse
- C. Reinstall the operating system
- D. Use a keyboard instead

Adjusting the mouse settings directly addresses the need for left-handed use by letting you swap the primary and secondary buttons and tailor how the pointer behaves. This is the most direct and reliable way to make the pointing device comfortable for a left-handed user, without changing hardware or messing with the operating system. By setting the primary button to the left, clicking and dragging feel natural for Dominic, and you can tune pointer speed and double-click sensitivity as needed. Buying a new mouse isn't guaranteed to fix the issue if the current device or settings aren't configured for left-handed use, reinstalling the OS won't change input mappings, and using a keyboard instead doesn't provide a pointing device at all. Access the settings through the operating system's mouse options (for example, in Windows: Control Panel or Settings > Mouse, then swap the primary button to left) to apply the solution.

10. Which of the following is not an advantage of saving documents in the cloud?

- A. You can access the documents when you are not connected to the Internet**
- B. You can access them from anywhere with Internet
- C. You can share documents with others easily
- D. It automatically backs up files

The key idea is that cloud storage relies on internet access to reach your files. Being able to access documents when you are not connected to the Internet is not an inherent advantage of saving in the cloud, because cloud services deliver files from online servers and require connectivity to retrieve them. Some services do offer offline access after pre-downloading files, but that depends on specific setup and isn't guaranteed as a general benefit. In contrast, accessing from anywhere with Internet, sharing documents easily, and automatic backups are all typical advantages of cloud storage, since the files are stored online, can be reached from multiple devices, can be shared with others, and are backed up automatically.

Next Steps

Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.

As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.

If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at hello@examzify.com.

Or visit your dedicated course page for more study tools and resources:

<https://compconceptsmodule4.examzify.com>

We wish you the very best on your exam journey. You've got this!

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