

1. In decimal number the no of value in each digit in a ~~no~~ number depends upon place and position of the digit in the no.
2. Decimal number system do we use?
3. the decimal value of $(1010)_2$ is 10
4. $(229)_{10} = (345)_8$?
5. $(317)_8 = (207)_{10}$
6. In hexadecimal number system A-F represent digit 10 to 15
7. 4 bit = 1 nibble
8. 2 nibbles = 8 bits
9. $(59)_{10} = (3B)_{16}$
10. In binary subtraction $0-1 = \underline{1}$

11. $1111/11 = \underline{101}$
12. Database is the collection of information related to a particular object.
13. To active a form click on files \rightarrow option
14. To search a record click on criteria option of form window.
15. Filter button is in Data tab.
16. Data validation is used to restrict the type of data or value that user enters in a cell.
17. Subtotal features ^{in a} helps ~~in~~ to manage, analyse, extract specific information from a row related data.
18. Pivot table is available in Insert tab.
19. By default, the non-numeric fields are added to the row quadrant in pivot table.

20. The base of binary system is 2.
21. The base of hexadecimal number system is 16.
22. Octal number system consist of 8 numbers.
23. In binary addition, $1+1$ equals to 10.
24. Binary number system is understood by the computers system.
25. Aryabhat introduced the concept of 0 (zero).
26. A database helps the to organise, retrieve, sort and edit data as needed.
27. A form window on a screen that contains numerous fields or space to enter, modify and view one record at a time.
28. Field name is a column label for the field in a database.

29. To search for a record with specific values, click on the criteria button in a form

30. Pivot table provides an easy way to present the data in a summarised way.