

# KNOWLEDGE CHECK 1

ERA Explorer 24.2.2 EC

MS-CIT IT Awareness (2024) > Knowledge Check

## Ergonomics Clicker Challenge 10

The correct way to use a mouse is by placing it at a lower level and in front of the keyboard tray.

TRUE

FALSE

TIME LEFT

00: 29: 45

Questions

1 2 3 4

END TEST

ERA Explorer 24.2.2 EC

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## Ergonomics Clicker Challenge 11

Repetitive Strain Injury (RSI) is a disorder that can be caused if you perform the same task \_\_\_\_\_.

alternatively

randomly

frequently

repetitively

TIME LEFT

00: 29: 11

Questions

1 2 3 4

END TEST

Question:



TIME LEFT 00: 27: 41

Which email tool did you get introduced to, today?

- Outlook 2019
- Yahoo Mail
- Outlook 365
- Reddit

Questions



1 2 3 4



Save

END TEST

Question:



TIME LEFT 00: 29: 38

Identify which of the following options display a newly applied theme for Outlook?

- 
- 
- 
- 

Questions



1 2 3 4



Save

END TEST

# KNOWLEDGE CHECK 2

ERA Explorer 24.2.2 EC

MS-CIT IT Awareness (2024) > Knowledge Check

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Question:



TIME LEFT

00:09:42

What is the full form of PIM?

Personal Information Machine

Personal Information Manager

Parental Information Manager

Personal Infographics Manager

Questions

■ ■ ■ ■

1 2 3 4

END TEST

ERA Explorer 24.2.2 EC

MS-CIT IT Awareness (2024) > Knowledge Check

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Question:



TIME LEFT

00:09:20

What is the first step that you need to perform before you start using Outlook?

Configuring Outlook

Sending a new email

Applying a new theme

Deleting the emails

Questions

■ ■ ■ ■

1 2 3 4

END TEST

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Question:



TIME LEFT 00:09:00

If you want to use the Outlook mobile app, you will need to \_\_\_\_\_ the 'Set up Outlook Mobile on my phone, too' option.

disable

validate

enable

delete

Questions



1 2 3 4

END TEST



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Question:



TIME LEFT 00:08:43

If you are setting up your Outlook account using the Gmail account, you will first need to \_\_\_\_\_.

include POP for all mails

delete POP for all mails

disable POP for all mails

enable POP for all mails

Questions



1 2 3 4

END TEST



# KNOWLEDGE CHECK 3

ERA Explorer 24.2.2 EC

MS-CIT IT Awareness (2024) > Knowledge Check

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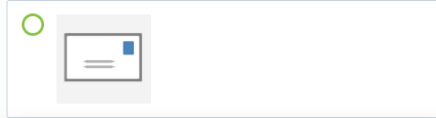
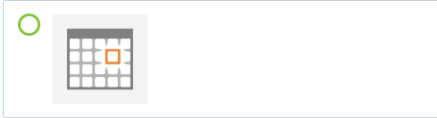
Question:



TIME LEFT

00:09:49

Identify which of the following icons represent the People module or feature in Outlook.



Questions



1 2 3 4

END TEST

ERA Explorer 24.2.2 EC

MS-CIT IT Awareness (2024) > Knowledge Check

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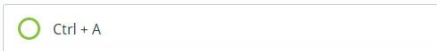
Question:



TIME LEFT

00:09:35

Identify the shortcut key used to create a new contact from the People module in Outlook.



Questions



1 2 3 4

END TEST

Question:



TIME LEFT 00:09:17

What is a Contact Group?

A number of contacts combined as a group

A number of emails merged together

A number of deleted emails

A number of emails to be sent

Questions



1 2 3 4

END TEST

Question:



TIME LEFT 00:09:01

What happens when you send an email to a contact group?

Each member receives the email

Only a few members receive the email

The contact group doesn't receive any email

Only the head of the group receives the email

Questions



1 2 3 4

END TEST