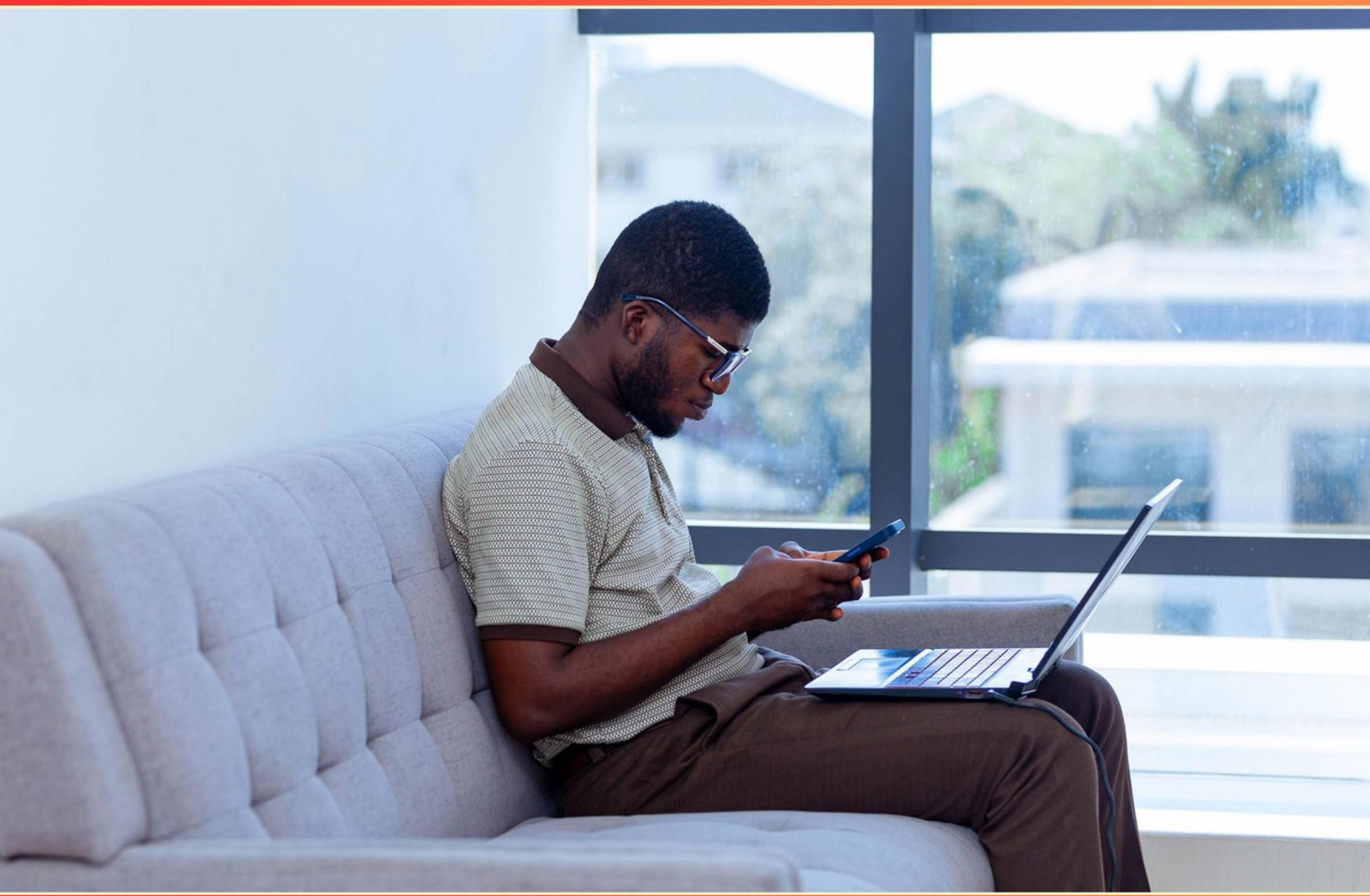
BROWARD COLLEGE COMPUTER LITERACY PRACTICE TEST (SAMPLE)

STUDY GUIDE



SAMPLE STUDY GUIDE WITH LIMITED QUESTIONS

VISIT US ONLINE FOR THE FULL VERSION STUDY GUIDE

https://browardcomputerliteracy.examzify.com

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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.

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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!

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Questions

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1. What is the total amount of sales at all stores?

A. Gross Sales

B. Net Sales

C. Revenue

D. Turnover

2. What is the term for the collection of webpages that are accessible via the internet?

A. Webpages

B. Web/ World Wide Web

C. Internet

D. URL

3. Which set of tools is contained in a Software Development Kit for creating 2D/3D drawings, game interfaces, and multiplayer control?

A. Software Development Kit

B. Application Programming Interface

C. Integrated Development Environment

D. Graphical User Interface

4. Which of the following is a primary reason to keep the operating system updated?

A. It fixes security vulnerabilities.

B. It deletes all user data.

C. It makes the computer a toaster.

D. It changes your desktop wallpaper.

5. Which action is a recommended response when you suspect a phishing attempt?

A. Click the link to verify

B. Forward to colleagues

C. Verify via trusted channels

D. Reply with your password

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6. Which term refers to the record of websites you have visited over time?

A. History List

B. Cortana

C. Reading List

D. Web Notes

7. Which colors are always available regardless of the workbook's theme?

A. Theme Colors

B. Accent Colors

C. Standard Colors

D. Palette Colors

8. Which font category updates automatically when the theme changes?

A. Non-theme font

B. Sans-serif fonts

C. Theme font

D. Serif fonts

9. Which tool removes unnecessary and temporary files?

A. Disk Cleanup

B. File Management

C. Rename a Folder

D. Save a File in USB Drive

10. Which file format is commonly used to preserve document formatting across devices and applications?

A. HTML

B. TXT

C. PDF

D. DOCX

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Answers

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

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Explanations

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1. What is the total amount of sales at all stores?

A. Gross Sales

B. Net Sales

C. Revenue

D. Turnover

Gross sales is the total value of all sales transactions across stores before any deductions. When you're asked for the total amount of sales, you're looking for that unadjusted sum, not after returns, discounts, or allowances have been subtracted. Net sales would be smaller because it subtracts those adjustments. Revenue is a broader term that can include other income beyond sales, and turnover can be used in different ways depending on context and isn't a precise measure of total sales. Therefore, gross sales best represents the total sales across all stores.

2. What is the term for the collection of webpages that are accessible via the internet?

A. Webpages

B. Web/ World Wide Web

C. Internet

D. URL

The World Wide Web is a system of interlinked documents—webpages—that you access through a browser over the Internet. It's the collection of pages themselves and the links that connect them. The Internet, by contrast, is the global network that transports data between computers, enabling the Web to work. A URL is simply the address used to locate a specific resource on the Web.

3. Which set of tools is contained in a Software Development Kit for creating 2D/3D drawings, game interfaces, and multiplayer control?

A. Software Development Kit

B. Application Programming Interface

C. Integrated Development Environment

D. Graphical User Interface

The main idea here is recognizing what a Software Development Kit provides to a developer. An SDK is a bundled collection of tools, including libraries, sample code, documentation, and debugging utilities, all designed to help you build software for a particular platform or framework. For creating 2D/3D drawings, game interfaces, and multiplayer control, you need graphics libraries, user-interface components, and networking capabilities—precisely the kinds of resources an SDK brings together. An API, by comparison, is just the set of rules for how software components interact; it's a part of what an SDK might offer, not the entire toolkit. An Integrated Development Environment is the workspace you use to write and test code, not the complete set of development resources. A Graphical User Interface is the visible part of the program that users interact with, not the toolkit used to build the program.

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4. Which of the following is a primary reason to keep the operating system updated?

A. It fixes security vulnerabilities.

B. It deletes all user data.

C. It makes the computer a toaster.

D. It changes your desktop wallpaper.

Keeping the operating system updated is about protecting the computer from security threats by applying patches that fix known vulnerabilities. Those security gaps are like open doors criminals can walk through, so updating closes them and reduces the risk of malware, data theft, and other attacks. While updates can bring stability improvements or new features, their main purpose is security and reliability. They don't delete your files, turn your computer into a toaster, or change your wallpaper as their primary goal.

5. Which action is a recommended response when you suspect a phishing attempt?

A. Click the link to verify

B. Forward to colleagues

C. Verify via trusted channels

D. Reply with your password

When you suspect phishing, the safest move is to verify the message through trusted channels. Don't click any links or provide any credentials in response, because those actions can give attackers access or install malware. Instead, use contact methods you know are legitimate—such as calling the organization using a phone number from their official website, or logging in through the site you normally use (not via a link in the message) or through your company's security portal. This helps you confirm whether the message is real before taking any action, and you can report it if it's phishing. The other actions would put you at risk: clicking a link could lead to a fraudulent site, forwarding it to others could spread the scam, and replying with a password would hand sensitive information to attackers. Verifying through trusted channels keeps your information safe and helps security teams address the threat.

6. Which term refers to the record of websites you have visited over time?

A. History List

B. Cortana

C. Reading List

D. Web Notes

When you browse, the browser keeps a log of every page you've visited over time. This collection is called the history, often shown as a History List in some interfaces. It's what lets you use the back button, see a record of sites you've visited, and quickly reopen pages you previously viewed. The other options refer to different features: Cortana is a digital assistant, Reading List stores pages to read later, and Web Notes is for annotating pages. So the term that best matches the record of sites you've visited is History List.

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7. Which colors are always available regardless of the workbook's theme?

A. Theme Colors

B. Accent Colors

C. Standard Colors

D. Palette Colors

Standard colors stay the same no matter which theme is applied to a workbook. They provide a fixed set of basic colors—like black, white, and a few core hues—that don't shift when you change the theme. In contrast, theme colors, accent colors, and palette colors are tied to the active theme, so they can vary as you switch themes. Keeping standard colors available ensures you always have consistent, reliable options for text, backgrounds, and shapes regardless of the workbook's appearance.

8. Which font category updates automatically when the theme changes?

A. Non-theme font

B. Sans-serif fonts

C. Theme font

D. Serif fonts

Theme fonts are the fonts the theme defines for headings and body text. They're tied to the theme, so when you switch themes, those fonts automatically update to the new theme's heading and body font choices. This keeps the document's typography in sync with the overall design. Non-theme fonts stay fixed unless you change them manually, and serif or sans-serif describes font styles rather than an automatic link to theme changes unless they are designated as theme fonts.

9. Which tool removes unnecessary and temporary files?

A. Disk Cleanup

B. File Management

C. Rename a Folder

D. Save a File in USB Drive

Deleting unused and temporary files frees up disk space and can help your computer run more smoothly. Disk Cleanup is the tool designed for this purpose: it scans the drive to find items that are safe to remove and lets you delete them, such as temporary files created by apps, cached browser data, Recycle Bin contents, and even certain old system files. This targeted cleanup is what makes it the best choice for removing unnecessary files. Other options don't fit this task. A general "File Management" idea isn't a specific cleanup tool, so it won't automatically find and remove temporary files. Renaming a folder changes its name but does not delete any extra or temporary data. Saving a file to a USB drive simply moves data off the computer and does not clean up the system's unused files.

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10. Which file format is commonly used to preserve document formatting across devices and applications?

A. HTML

B. TXT

C. PDF

D. DOCX

Preserving how a document looks across different devices and applications relies on locking in layout, fonts, and spacing so the appearance doesn't change with the viewer's software. PDF does this by capturing the document as a fixed, final page layout that appears the same on almost any device or program. Fonts can be embedded, graphics and margins stay in place, and the file is often read-only by default, which helps maintain the original formatting when shared. HTML is meant for web display and rendering can vary by browser and device, leading to formatting differences. TXT is plain text and carries no formatting at all. DOCX can preserve formatting, but its appearance can change if different software versions or missing fonts are involved. PDF is designed specifically for consistent presentation across environments.

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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://browardcomputerliteracy.examzify.com

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

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