1) When you clean your keyboard, it doesn't matter whether the computer is turned on or off.
   A. True
   B. False

2) It is good to use a can of compressed air to blow out the keyboard occasionally.
   A. True
   B. False

3) Cleaning materials such as pads or swabs that contain a cleaning liquid can be used on the keys and upper surface of the keyboard.
   A. True
   B. False

4) It is okay to touch the magnetic surface of a disk if you have washed your hands first.
   A. True
   B. False

5) Compact disks are more durable and temperatures do not affect their condition.
   A. True
   B. False

6) Handling CD's causes dirt and scratches that can eventually interfere with reading.
   A. True
   B. False

7) CD's are made of plastic so moisture will not affect their condition.
   A. True
   B. False

8) You should keep CD's away from magnetic fields as it may cause data loss.
   A. True
   B. False

9) You should clean CD's in a circular motion, moving in either a clockwise or counter-clockwise motion.
   A. True
   B. False

10) CD's can be polished without removing any data stored on them.
    A. True
    B. False

11) If a paper jams in a printer, you should tug on the paper until it is completely removed from the printer.
    A. True
    B. False

12) It is okay to leave your printer on at all times since it uses very little power and leaving it on will not affect its performance.
    A. True
    B. False

13) You can clean a computer mouse by removing the mouse ball and applying compressed air to remove the dirt and debris.
    A. True
    B. False
14) Since the screens of non-flat panel monitors are similar to glass windows, it is acceptable to spray glass cleaner on the monitor to clean it.
   A. True
   B. False

15) Window cleaner can be used on flat panel monitors.
   A. True
   B. False

16) You should always use the open/close button when using a CD/DVD drive rather than just pushing the drive closed.
   A. True
   B. False

17) To save energy, you should power the computer off whenever it is not in use.
   A. True
   B. False

18) You should not use your computer during a storm.
   A. True
   B. False

19) It is acceptable to turn off your computer before shutting down Windows (the operating system) because turning off your computer will automatically shut down the system.
   A. True
   B. False

20) To save time, it is preferable that you install multiple programs at once and test them later.
   A. True
   B. False
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