

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
GCC - TBC 30-WPM 05 Jan 2019 English 30-WPM BATCH-104
PROVISIONAL ANSWER KEY

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Answer
1	Which device is required for internet connection?	Printer	Port	Modem	Server	C
2	In Gmail password is shown in _____ -	Characters	Numbers	Black dots	None of these	C
3	You can prevent virus attack using _____	Quick Heal	Net Protector	Norton	All of these	D
4	.exe file can be used to attached with E-mail.	TRUE	FALSE			B
5	More than one application program runs at a time is called _____	O.S.	Multitasking	Internet	Multiprocessing	B
6	Extension of MS-Word 2010 file is _____	.Xls	.Wrd	.Mbd	.Docx	D
7	Open option is available in _____ menu	Status	File	Insert	Formatting	B
8	In MS-Word, we get insert tab to determine all the setting.	TRUE	FALSE			B
9	Ctrl + J is used for _____	Align Justify	Insert Hyperlink	Search	Print	A
10	By using _____ Combination Key we can Undo any mistakes.	Ctrl + A	Shift + A	Ctrl + Z	Shift + Z	C
11	At a time only one Cell can be active.	TRUE	FALSE			A
12	Serial A-Z means _____ Sorting of Text	Descending	Ascending	Vertical	Numeric	B
13	Below the _____ area, we get sheet Tabs	worksheet	Cell	Row	Column	A
14	Which options are available under merge & center in MS Excel 2010 ?	merge & center	unmerge cells	merge across	All of these	D
15	Which is a correct answer for =int(879.125) in MS Excel 2010 ?	879.9880 00000000 06	879	879.9	880	B
16	Header and Footer are visible on each slide in PowerPoint	TRUE	FALSE			A
17	_____ is a type of slide in PowerPoint	Title only	status	Line	Circle	A
18	We can change the slide background only of one slide out of all the sides.	TRUE	FALSE			A
19	Handouts are printed copy or notes of the _____ file.	Excel	Presentation	Access	Word	B

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20	Character Spacing option is available in _____ group in PowerPoint	Clipboard	Slides	Font	Paragraph	C
21	In e-mail message _____ Part is very important	Subject	E-Mail Address	Attachment	Signature	B
22	_____ Key is used to see the list of the Typed Internet Addresses	F1	F2	F3	F4	D
23	For writing new email _____ option is used in Gmail.	New Mail	Compose	Write Mail	Construct Mail	B
24	Data is processed with the help of _____ to generate necessary output.	Program	Process	Control	data	A
25	Modem can provide both input and output information.	TRUE	FALSE			A