

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
GCC - TBC 30-WPM 05 Jan 2019 English 30-WPM BATCH-105
PROVISIONAL ANSWER KEY

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Answer
1	Internet's initial development was supported by _____	NSFNET	FAX	TELENET	ARPANET	D
2	Which option is used to ensure connection with Gmail server is disconnect?	log out	sign up	login	sign in	A
3	.Docx is _____ file extension.	Notepad	Word 2003	Word 2007 to 2010	Word 97	C
4	Computers are used in _____ sectors	Banking	Industries	Communications	All of these	D
5	Data Storing capacity of DVD is about _____ to 17 GB	4.7 GB	10 GB	1 GB	9 GB	A
6	↑-This arrow key is used to move the cursor on the line _____	right	left	below	above	D
7	In MS-Word _____ short cut key is used to open a store document.	Ctrl+O	ctrl+J	ctrl+R	ctrl+B	A
8	In MS-Word to open new document _____ tab is used	Edit	View	file	Format	C
9	Grammar mistakes are underlined by _____ curly line.	Yellow	Blue	Red	Green	D
10	We can not use _____ a command unless it is undone first	redo	undo	delete	move	A
11	Ascending-Descending are types of _____	Indent	Alignment	Sorting	All of these	C
12	We cannot use _____ in Formula while typing formula in Cell.	Numbers	Spaces	Characters	Special Characters	B
13	In Excel, Shortcut key for Closing Excel workbook _____	Ctrl + S	Ctrl + W	Ctrl + Z	Ctrl + X	B
14	Which are the contents of a workbook in MS Excel 2010 ?	document	spreadsheets	presentation	None of these	B
15	To start Excel, we have to click Button on the Taskbar of Desktop.	TRUE	FALSE			A
16	Fly from left Bottom is _____ effect.	Animation	Action	Background	None of these	A
17	In PowerPoint outline view text matter can be seen _____	matter wise	state wise	Level wise	None of these	C

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18	_____ tab is available only in PowerPoint.	Window	Slide Show	Format	Home	B
19	The chart tool in a presentation allows you to insert _____	Bar,Pie diagram	Text	Clip art	Image	A
20	Transition is inside _____ group in PowerPoint	Transition to this slide	Font	Presentati on Views	Page setup	A
21	Memory unit of a computer stores both input and output.	TRUE	FALSE			A
22	Separation in domain name and Domain code is done by____	Dot(.)	Exclamati on(!)	Question Mark (?)	Star (*)	A
23	Long form of E-commerce is _____	Electronic Commerce	Email Commerce	Electricity Commerce	Electronic Commerce	A
24	Operating system performs file management.	TRUE	FALSE			A
25	_____ means handling operations related to storage of data in a computer.	File Management	Memory Management	Hardware Management	Software Management	B