

MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE
OBJECTIVE QUESTION
GCC - TBC 30-WPM 09 Jan 2019 English 30-WPM BATCH-404
PROVISIONAL ANSWER KEY

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Answer
1	1 Megabyte = _____	1024 Kilo Byte	1000 Kilo Byte	1022 Kilo Byte	1024 Bits	A
2	To see large network site which type domain is used?	.net	.com	.edu	.mil	A
3	we can move from current website to another website by clicking	downloading	selecting	hyperlink	surfing	C
4	Office automation includes	Drawing	Report Writing	Presentati on	All of these	D
5	"Control" Key is _____ Key.	Enter	Insert	Addition	Combinati on	D
6	What is the shortcut key you can press to create a copyright symbol?	Alt+Ctrl+C	Alt + C	Ctrl + C	Ctrl + Shift + C	A
7	In MS-Word 2010 change case option is available on _____ Group of Home Tab	Arrange	Clipboard	Font	Styles	C
8	What are inserted as cross-reference in MS - Word?	Placeholders	Bookmarks	Objects	Word fields	B
9	Any information that gets from page bottom is called	End note	Foot note	Header	footer	B
10	To design table click on the design tab from the _____ Tools	Row	Column	Cells	Table	D
11	_____ Bar is given at the topmost side of 'opening Screen' in Excel	Status	Title	Access	Tool	B
12	Scatter chart is also called a Doughnut Chart.	TRUE	FALSE			B
13	In Worksheet each cell has assigned by one address	TRUE	FALSE			A
14	With _____ Function, we get minimum Value in Range.	=SUM()	=Min()	=Average()	=Max()	B
15	Where we find the word art option in MS Excel 2010 ?	insert tab	Home tab	page layout tab	data tab	A
16	We can give transition effect in Slide Sort view.	TRUE	FALSE			A
17	Presentation can be prepared from _____ application.	PowerPoint	File	Slide Show	Window	A
18	In PowerPoint Spelling checker is available under _____ ribbon.	Review	Design	Slide Show	Transitions	A

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PROVISIONAL ANSWER KEY

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Answer
19	We can see the object in small size using _____ command.	Zoom In	Zoom Out	Size in	Size Out	B
20	In PowerPoint font face is inside _____ group in home tab	Timing	Font	Presentation Views	Page setup	B
21 Is the machine that makes www documents available.	Server	Printer	Monitor	Mouse	A
22	CD and DVD are the types of _____....	Magnetic Disk	RAM	Flash Memory Cards	Optical Disk	D
23	Second Generation computers were used in period _____	1940 To 1956	1956 To 1963	1963 To 1971	1971 To 1990	B
24	URL is nothing but a Web Address.	TRUE	FALSE			A
25	LCD stands for _____	Learning Curved Display	Liquid Crystal Display	Liquid Curve Display	None of these	B