

MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE
OBJECTIVE QUESTION
GCC - TBC 30-WPM 09 Jan 2019 English 30-WPM BATCH-405
PROVISIONAL ANSWER KEY

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Answer
1	1 MB = _____	100 Bytes	1024 KB	1000 Bytes	None of these	B
2	A Internet is a combination of _____	website	Sub network	pictures	protocol	A
3	Which are the applications of Internet?	Communication	Online Shopping	Netbanking	All of these	D
4	What you actually need to see the web page on the internet?	Browser	Server	client	Home page	A
5	Name forerunner of Internet	Microsoft	Google	ARPANET	NSFNET	C
6	The border thickness can be given by the option ' _____ '.	length	height	Width	None of these	C
7	In MS word, What option is not available on the insert Ribbon Command ?	Shapes	Clip Art	Page Numbers	Thesauruses	D
8	_____ group of insert ribbon you can create Smart Art Graphics.	Illustrations	Pages	Link	Table	A
9	We can create document by using _____	Excel	powerpoint	word processor	windows	C
10	We can set size for a page in _____ tab in MS Word 2010 .	Page Layout	mailing	spelling	table	A
11	Where the Fill color option is available in MS Excel 2010 ?	home tab	data tab	Insert tab	page layout tab	A
12	Where you find the option to add hyperlink in a cell in MS Excel 2010 ?	Insert tab	add tab	link tab	embed tab	A
13	What is not the option of font group in MS Excel 2010 ?	bold	italic	clear	fill color	C
14	To insert a row in MS Excel 2010 worksheet add tab row option is used	TRUE	FALSE			B
15	In MS Excel 2010 what is keyboard shortcut to save workbook?	Ctrl+ Y	Ctrl+ v	Ctrl+ z	Ctrl+ s	D
16	In Powerpoint Slide Master Option is available in _____ Tab.	Home	Insert	View	Review	C
17	_____ is available only in Powerpoint.	Slide Show	Window	View	Format	A
18	To give number to each slide use _____ command in Insert Menu -Text group.	Slide Numbers	Page Numbers	Date & Time	Object	A

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Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Answer
19	You can hide background of a slide through which group	Color	Images	Edit	Background	D
20	Transitions can be applied to each _____	Object	Text	Slide	All of these	C
21	A File download means moves a copy of file on local host to remote host.	TRUE	FALSE			B
22	In Windows 7, filename and extension are separated by a _____ character.	Hash (#)	Asterisk (*)	Dot (.)	Comma (,)	C
23	_____ means set of instructions given to the computer.	software	Hardware	Program	Process	C
24	In Windows 7, F5 key is used to display help.	TRUE	FALSE			B
25	_____ Means respond to received mail.	Forward	Compose	Delete	Reply	D