

MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE
OBJECTIVE QUESTION
GCC - TBC 40-WPM 09 Jan 2019 English 40-WPM BATCH-402
PROVISIONAL ANSWER KEY

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Answer
1	HDD stands for -	Hardly Disk Drive	Hard Data Drive	Hard Disk Drive	Hard Disk Data	C
2	CPU Stands for Central Processing Unit	TRUE	FALSE			A
3	In Second generation of computer _____ - was used.	Vacuum Tube	IC	Memory	Transistors	D
4	1 gb =	1000 Bits	1024 Bits	1024 Mb	1024 Tb	C
5	To create one more copy of file _____ command is used.	Copy	Move	Delete	None of these	A
6	To measure Font Size of the text _____ unit is used	Points	Cm	Hz	Mm	A
7	_____ option of table is used to arrange data in ascending order.	sort	merge	add	None of these	A
8	The key F12 opens for _____	Save As dialog box	Open dialog box	Save dialog box	Close dialog box	A
9	_____ view helps to set outline of current document	Page Layout	outline view	normal	web layout	B
10	We can draw table in MS-Word using _____ tab.	insert	drawing	painting	None of these	A
11	Recent option is available in _____ Menu	File	Insert	Page Layout	None of these	A
12	_____ can be used to different mathematical calculations in Excel.	Autofill	Text	Mid	Formula	D
13	Which keyboard shortcut is used to check spellings in MS Excel 2010?	F2	F8	F9	F7	D
14	Which among the following Alignments are available in Excel.	Top Alignment	Middle Alignment	Bottom Alignment	All of these	D
15	The keyboard shortcut to search contents is ctrl + s in MS Excel 2010 .	TRUE	FALSE			B
16	To give shadow to text _____ command can be used in PowerPoint	shadow	bold	italic	underline	A
17	To start slide show from current displayed slide _____ command is used?	From Beginning	From Current Slide	Custom Slide Show	None of these	B

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18	In PowerPoint default height of the slide is _____ inches.	2	3	4	7.5	D
19	In PowerPoint Research option is available under _____ ribbon.	Home	Review	Insert	Design	B
20	PPT files are made in _____ type of software	MS-Word	MS-PowerPoint	MS-Excel	MS-Access	B
21	_____ option deletes a file or folder in Windows 7.	Erase	Delete	Remove	Shift	B
22	Forward mean sending _____ mail to some other mail id.	Deleted Mails	Received Mails	Composed Mails	None of these	B
23	C++ is a _____	Program	Programming Language	Operating system	compiler	B
24	The digital computer is designed using _____ circuits.	Electrical	Digital	Mechanical	Technical	B
25	DOS is an application software.	TRUE	FALSE			B