

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
GCC - TBC 40-WPM 10 Jan 2019 English 40-WPM BATCH-504
PROVISIONAL ANSWER KEY

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Answer
1	TB Means _____	Tetra Byte	Top Byte	Tera Byte	Tertiary Byte	C
2	Which of this is not valid domain code?	.org	.exe	.edu	.mil	B
3	Flat blades are mainly used in _____ type.	Xerox	Photos	Plotter	Deskjet	C
4	1024 Giga Byte = 1 _____	Kilo Byte	Tera Byte	Mega Byte	Zetta Byte	B
5	Unix is _____	Application	Language	Program	OS	D
6	_____ key used for left align	ctrl+L	ctrl+R	ctrl+V	ctrl+J	A
7	_____ Means distance between Text Matter and Page Margins.	Indent	Margin	Gap	Gutter	A
8	In MS-Word, To Italic selected text, press _____ on the keyboard.	Ctrl + I	Alt + I	Ctrl + Shift + I	Alt + Shift + I	A
9	Use _____ Key to get a blank line before or after the Paragraph.	Home	Backspace	Enter	Num Lock	C
10	Which feature do you use to create a newspaper like document?	Bullets & Numbering	Tables	Columns	Tab Stops	C
11	Which is a correct answer for =int(89.112) in MS Excel 2010 ?	90	89.6	89.5	89	D
12	_____ option is to be select to quit Microsoft Excel.	Close	Exit	Minimize	Maximize	B
13	Portrait and Landscape are types of _____	Pages	Margins	Orientation	None of these	C
14	What we refer to inbuilt formula in MS Excel 2010 ?	program	value	figure	function	D
15	View tab is used to display or hide gridlines in MS Excel 2010.	TRUE	FALSE			A
16	To avoid paper work for presenting your idea _____ is used.	Access	Notepad	Presentation	Excel	C
17	In Powerpoint Word Art Option is available in _____ Tab.	Home	Insert	View	Review	B

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
GCC - TBC 40-WPM 10 Jan 2019 English 40-WPM BATCH-504
PROVISIONAL ANSWER KEY

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Answer
18	_____ are ready to use slides with readymade designs.	New slide	Template	Blank Slide	Existing Slide	B
19	In PowerPoint presentation views are _____	Reading	slide sorter	Notes page	All of these	D
20	Data consisting of text and numbers are best represented using _____ slide.	Table slide	Title slide	Comparison slide	None of these	A
21	A file having .DOCX extension represents _____ file.	MS Excel 2010	MS-PowerPoint 2010	MS-Word 2010	None of these	C
22	In Computer E-Mail is a way of _____ messages.	Sending	Copying	Moving	Downloading	A
23	Web pages are text files with HTML codes.	TRUE	FALSE			A
24	_____ is a digital circuit which performs addition of binary numbers.	Subtractor	Adder	Register	Accumulator	B
25	25MB attachment can be send through _____	Gmail	Google	Word	PowerPoint	A