

| Maharashtra State Council Of Examination , Pune | | | | | | | |
|---|---|-----------------|--------------------|----------------|---------------------|--------------------|--------------|
| OBJECTIVE QUESTION | | | | | | | |
| FINAL ANSWER KEY GCC - TBC JUNE 2025 ENG 40 - WPM BATCH - '102' | | | | | | | |
| SrNo | Question | Option_A | Option_B | Option_C | Option_D | Provisional Answer | Final Answer |
| 1 | _____ is NOT part of Computer Hardware | Keyboard | System Unit | System OS | Storage Devices | C | C |
| 2 | _____ is impact printer | Ink Jet Priters | Dot Matrix Priters | Laser Printers | Plotters | B | B |
| 3 | _____ is a acronym of the word " Web-log". | WB | Blog | WL | WC | B | B |
| 4 | Arrow keys is also called as _____ | Combination | Navigation | Addition | Changing | B | B |
| 5 | To store Data in CD or DVD _____ program is used. | word | Burner | Notepad | Paint | B | B |
| 6 | For movement of document in MS-Word we can use _____ | Scroll Bar | title bar | status bar | None of these | A | A |
| 7 | You can format each section in Ms-word | TRUE | FALSE | | | A | A |
| 8 | _____ made up of rows and columns | Cell | Table | Word | None of these | B | B |
| 9 | You cannot sort table by Columns | TRUE | FALSE | | | B | B |
| 10 | Callouts buttons are in the _____ Option of Insert Tab. | Standard | Formatting | Status | Shapes | D | D |
| 11 | _____ bar is above Tool bar | Access | Tool | Quick | Menu | D | # |
| 12 | The keyboard shortcut to search contents is ctrl + s in MS Excel 2019 . | TRUE | FALSE | | | B | B |
| 13 | In you can give more than one criterion on one column at the same time. | Advance Filter | Custom Filter | Both | None of these | C | C |
| 14 | Autofill Option is used to get 1,2,3,4 _____ Numbers in _____ Column. | Serial Number | Down | Up | None of these | A | A |
| 15 | With _____ Function Current System Time gets inserted in Current Cell. | =Now() | =Time() | Currenttime() | =Clock() | A | A |
| 16 | = LEN() is used to find the length of the string. | TRUE | FALSE | | | A | A |
| 17 | We can add the shapes from _____ _ menu | File | Home | Insert | Review | C | C |
| 18 | We can use _____ View to see slide one by one on screen. | print | Slide Show | slide | New slide | B | B |
| 19 | _____ means the effects given in Slide, regarding how the Objects appeared during Slide show. | Transitions | Layout | Animation | None of these | C | C |
| 20 | In _____ view the slides are displayed in small size like thumbnails. | Reading | Normal | Notes Page | Slide sorter | D | D |
| 21 | In _____ number system only two digits are present | Binary | Decimal | Hexa-Decimal | Octal | A | A |
| 22 | Due to _____ our computer can get slow or hang frequently. | Virus | Software | Hardware | None of the options | A | A |
| 23 | 8 bits it is equal to _____ byte. | 1 | 10 | 100 | 1000 | A | A |
| 24 | The results given by Analog Computers will be _____ | Permanent | Auxiliary | Temporary | visual | C | C |
| 25 | Data cannot be erased once it is stored on a CD. | TRUE | FALSE | | | A | A |
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