Maharashtra State Council Of Examination , Pune
OBJECTIVE QUESTION
FINAL ANSWER KEY GCC - TBC JUNE 2025 ENG 40 - WPM BATCH - '301'

SrNo	Question	Option_A	Option_B	Option_C	Option_D	Provisional Answer	Final Answer
1	_____ are characteristics of computer	Speed	Accuracy	Diligence	All of Above	D	D
2	_____ is not characteristic of computer	Ample Storage	Automation	To think and Emote	Versatility	C	C
3	_____ is NOT secondary memory	CD	RAM	HDD	DVD	B	B
4	_____ is NOT input device	Finger Print Scanner	Projector	Webcam	Scanner	B	B
5	_____ Is not input devices	Mouse	Webcamera	Microphone	Headphone	D	D
6	"Save As" dialog box is mainly used to save the open file with different name.	TRUE	FALSE			A	A
7	In .... view. page number will gets displayed.	Home	Normal	Print Layout	Web Layout	C	C
8	Use .... key to get a blank line before or after the Paragraph.	Home	Enter	Backspace	Num lock	B	B
9	By clicking .... tool, we can apply 3D effect.	3-D Rotations	Right Rotation	Left Rotation	None of these	A	A
10	With the help of .... option we get the Printouts.	Print	Preview	Page Layout	None of these	A	A
11	While .... Key Press entered data cannot be set in the cell.	Press Enter Key	Press Shift+Enter Key	Press ESC Key	Press Alt+Shift Key	C	C
12	____ Means in built formula basically available in Excel	Programs	Value	Figures	Functions	D	D
13	If_____ Key is pressed the cell pointer moves to the first cell of the current row.	page up	Home	Page down	End	B	B
14	____ Option is available only in MS-Excel Window.	Status Bar	Title Bar	Menu Bar	Formula Bar	D	D
15	_____ function checks negative condition.	AND	OR	NOT	SUM	C	C
16	_____ is powerful software for making presentation material.	MS-PowerPoint	MS- Word	MS-Outlook	MS-Excel	A	A
17	Using_____ option we can add color in shapes	Insert	Fill	Add	Color	B	B
18	If you make the changes in _____ the changes apply to whole presentation.	Slide Show	Slide sorter	Slide Master	None of these	C	C
19	_____ is used to create best presentation.	MS Word	Excel worksheet	Notepad	Powerpoint	D	D
20	In _____view we can see ony one slide at a time and can edit the same.	Slide Sorter View	Normal	Outline	Slide Show	B	B
21	_____ are font formatting's	Bold	Italic	Underline	All of Above	D	D
22	HTTP is the protocol, to transfer the data in the form of _____	Client	Text	User	None of above	B	B
23	To reload incomplete website, _____ key is used	reload	refresh	load	None of Above	B	B
24	_____ domain means military Web Site	mil	edu	com	gov	A	A
25	_____ means contains some education information.	.com	.edu	.gov	.in	B	B