

Maharashtra State Council Of Examination , Pune
OBJECTIVE QUESTION
FINAL ANSWER KEY GCC - TBC JUNE 2025 ENG 40 - WPM BATCH - '605'

SrNo	Question	Option_A	Option_B	Option_C	Option_D	Provisional Answer	Final Answer
1	_____ provides legal validity to all types of Digital records.	Interior Technic Ac	World Technology A	Labour Law	mation Technology	D	D
2	_____ is a type of tight permission.	Biometric	email	login	payments	A	A
3	_____ acts as a wall in between our computer and Internet.	Network	Server	Client	Firewall	D	D
4	_____ are the shortcuts when clicked the web site linked get open.	Graphics	Processor	Hyperlink	Editor	C	C
5	_____ Controls the process of break, send, reassemble the messages over internet.	Clients	Users	Protocols	Servers	C	C
6	1.0 (Single) means the line spacing of only one line, which is actually by default.	TRUE	FALSE			A	A
7	Arial, Arial Black are the examples of _____	Word Art	Fonts	Font Styles	Indents	B	B
8	AutoCorrect was originally designed to replace _____ words as you type.	macros	template	mail merge	None of these	D	D
9	Autocorrect is used for checking spelling and grammar	TRUE	FALSE			B	B
10	There is a difference in the Backspace & Delete Keys	TRUE	FALSE			A	A
11	Shortcut of the save excel file_____	Ctrl+A	Ctrl+C	Ctrl+S	Ctrl+X	C	C
12	Which do you press to cut the content of excel sheet?	Cut	Ctrl+C	Ctrl+X	Ctrl+Alt+X	C	C
13	Which do you press to copy the content of excel sheet?	Copy	Ctrl+C	Alt+C	Ctrl+Alt+C	B	B
14	Default file name in Excel workbook is	Document1	File1	Book1	None of these	C	C
15	To start excel, task bar - start button should be clicked.	TRUE	FALSE			A	A
16	To set the matter one below other in a line-----option is use	Alignment	Style	Horizontal	Guide line	A	A
17	To set the matter one below other in a line Alignment option is use	TRUE	FALSE			A	A
18	To set the matter one below other in a line ANIMATION option is use	TRUE	FALSE			B	B
19	_____ application of Microsoft is used to create slide show.	MS-PowerPoint	MS-Word	MS-Access	MS-Excel	A	A
20	Monitor Screen resolutions is measured using _____ unit	Inch	Pixel	Point	cm	B	B
21	Antivirus are designed to stop _____	Deleting Files	Erasing data	sert unnecessary da	All of these	D	D
22	Application and System is a type of _____	Virus	Software	Hardware	Antivirus	B	B
23	The arithmetic operations are performed by _____	Input unit	Output unit	ALU	VDU	C	C
24	Attachment buttons show _____ icon on it.	M Pin	U pin	N pin	W Pin	B	B
25	Bar code reader is a _____ device.	Output	Input	Both A & B	None of the option	B	B