

MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE
OBJECTIVE QUESTION
GCC - TBC 30-WPM 15 Jul 2023 ENG 30-WPM BATCH-402
PROVISIONAL ANSWER KEY

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Answer
1	It is possible to _____ files on cd rom.	Read	Write	Delete	All of these	A
2	Where you will find the delivered messages in email ?	Inbox	spam	trash	Sent Items	D
3	_____ Is not output device	Speakers	Monitor	Printer	None of these	D
4	In one TAB _____ distance.	1 Inch	1.5 Inch	0.5 Inch	0.5 CM	C
5	1024 bytes =	1 Kb	1 Mb	1 Gb	1 Tb	A
6	Arrow keys is also called as ____	Combination	Addition	Changing	Navigation	D
7	_____ items are placed at the end of a document	Footer	Foot Note	End Note	Header	C
8	Portrait and Landscape are _____	Page Orientation	Paper Size	Page Layout	All of these	A
9	Print layout view give both Horizontal and _____ Ruler line in the view	rectangular	plain	Vertical	All of these	C
10	Cut - Paste - and Copy are the same processes.	TRUE	FALSE			B
11	By using _____ Command we can save the current workbook.	Open	New	Save	Close	C
12	Each row in Excel has given one _____	Number	Character	Picture	Icon	A
13	Recent option is available in _____ Menu	File	Insert	Page Layout	None of these	A
14	_____ is containing rows and columns	Text Box	Rectangle	Borders	Table	D
15	Serial A-Z means ____ Sorting of text	Descending	Ascending	Vertical	Numeric	B
16	In PowerPoint font size is inside _____ group in home tab	Timing	Font	Presentation Views	Page setup	B
17	Which is not a transition effect in PowerPoint?	Fade	Push	Swipe	Line	D
18	Arrange command is available in _____ group in PowerPoint	Font	Paragraph	Drawing	Editing	C
19	New slide is inside _____ group in PowerPoint	Transition to this slide	Slide	Presentation Views	Page setup	B

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20	_____ option used to display ruler line.	View	File	Slide Show	Window	A
21	The packets of the thoughts shared in Twitter is called as	Posts	Status	Tweets	Opinions	C
22	_____ Is Search Engine.	World Wide Web	HTTP	Google	HTML	C
23	A web page retrieved using a	HTML	Modem	MS Access	Web Browser	D
24	"WWW" is an acronym for what?	Wide World Web	Web Wide World	World Web Wide	World Wide Web	D
25	Which one of the following is correct E-Mail address?	@gmail.com	myE-Mail@gmail.com	myE-Mail@gmail	myE-Mail.gmail@com	B