

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
GCC - TBC 30-WPM 15 Jul 2023 ENG 30-WPM BATCH-403
PROVISIONAL ANSWER KEY

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Answer
1	_____ Can contain many files.	Folder	Basket	Box	None of these	A
2	Long Form of WWW is _____	Wide Wound World	Wide World Web	World Wide Web	Web Wide World	C
3	In Email CC means Compose copy	TRUE	FALSE			B
4	WWW stands for _____	World Wise Web	World wise work	World Wide Web	World wide Work	C
5	"Alt" Key is _____ Key.	Combinati on	Insert	Addition	Change	A
6	control+home is used for Find and Replace	TRUE	FALSE			B
7	By default _____ line not shown on the screen	scale	ruler	top	None of these	B
8	Print option is given in _____ Menu.	View	Edit	File	Windows	C
9	The software used for the purpose of word processing is called as	Excel Processor	PowerPoi nt	Word Processor	Window	C
10	Drop Cap mean _____	Small Caps	Title case	All Caps	None of these	D
11	With _____ function , we get minimum value in Range	=Sum	=Min	=Average	=Max	B
12	Where we can specify new theme of fonts in MS Excel 2010 ?	In data tab	in page layout tab	in review tab	in insert tab	B
13	Scroll bars are use to Edit the contents of a cell.	TRUE	FALSE			B
14	After starting MS-Excel 2010, we see _____ file by default	Book1	Document 1	Presentati on1	None of these	A
15	In Ms-Excel Rows are labelled as	A,B,C....	1,2,3,4....	I, I, III ...	a,b,c,....	B
16	Fly from left Bottom is _____ effect.	Animation	Action	Backgrou nd	None of these	A
17	Page Setup command is available in _____ tab in PowerPoint	Home	Insert	Design	View	C
18	You can insert graph in MS PowerPoint file.	TRUE	FALSE			A
19	The components of a slide are _____	Title	Content	Header	All of these	D
20	Slide Transition option is in _____ Tab.	Transition s	Edit	Slide Show	Tools	A

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21	1024 gigabytes means _____	1 Megabyte	10 Gigabyte	1 Terabyte	8 Bits	C
22	What type of software is web Browser?	Operating System	System Software	Internet Service Provider	Application Software	D
23	SMTP for sending Email _____	TRUE	FALSE			A
24	_____ allows the clients to share its resources	Server	Client	Modem	None of these	A
25	_____ is NOT a gadget provided by Windows 7.	Calendar	Clock	Currency	MS-Word	D