

**MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE**  
**OBJECTIVE QUESTION**  
**GCC - TBC 40-WPM 18 Jul 2023 ENG 40-WPM BATCH-605**  
**PROVISIONAL ANSWER KEY**

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Answer
1	_____ memory works like waiting area for data to be processed	Cache	ROM	RAM	None of these	A
2	CD means _____	Circular Disk	Compact Drive	Circular Drive	Compact Disc	D
3	_____ is used to increase the security level.	editing	password	filter	spooler	B
4	_____ are used in weather forecasting.	Mainframe	Mini Computers	Micro Computers	Super Computers	D
5	Sent emails can be viewed through _____	Inbox	Outbox	Sent mail	Trash	C
6	In Ms-Word, we can use the Horizontal Ruler to.....	To set indents	To set the tabs	To change the page margins	All of these	D
7	We cannot rotate the Table.	TRUE	FALSE			A
8	Ctrl + W is used for _____	Font	Font size	Close document	Paragraph formatting	C
9	grammar Mistakes are underlined by ..... curly line.	Green	Yellow	Blue	Red	A
10	To store the suggestion given by you into the dictionary _____ option is used	Add	Change All	Check Grammer	None of these	A
11	In VLOOKUP/HLOOKUP, 0 parameter means _____ match.	maximum	Minimum	Exact	Approximate	C
12	We can change header and footer by _____	Insert Tab	Home Tab	View Tab	Data Tab	A
13	= TODAY() function is used to insert current system date into cell.	TRUE	FALSE			A
14	From the following functions _____ is a Logical function.	AND	OR	NOT	All of these	B
15	'C' column and Row 7th In Worksheet, that particular Cell will be recognized as _____	c+7	7c	c*7	C7	D
16	In PowerPoint, to change layout of inserted slide _____ option is used.	change	layout	Image	None of these	B

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17	In PageMaker , to resize objects is used.	Crop Tool	Handles	Text	None of these	B
18	In PageMaker, _____ tool is used to draw circles and ellipses	Ellipse tool	Rotate tool	Rectangle tool	Line tool	A
19	Title, content and Header are the components of the slide	TRUE	FALSE			A
20	In PageMaker, How many tools are in toolbox ?	10	14	20	24	B
21	Internet is the _____ in the world.	Smallest Network	Largest Network	Local Network	All of these	B
22	To show Military site _____ domain code is used.	.edu	.mil	.com	.gov	B
23	Server allows the _____ to share its resources	Modem	Client	Server	None of these	B
24	The world wide interconnected system of a computer networks is called	Bulleting Board	Newsgroup	Shareware	Internet	D
25	It is possible to post and comment using facebook	TRUE	FALSE			A