MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE
OBJECTIVE QUESTION
GCC - SSD - CTC 31 Jul 2023 GCC - SSD - CTC 50-WPM BATCH-104
PROVISIONAL ANSWER KEY

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Answer
1	.... computer use both digital and analogue system	Mix Mode	Hybrid	Electric	None of Above	B
2	Windows 7 provides many informative programs and tools called as	compression	Expand	Gadgets	None of the options	C
3	The computer system board on which all the IC's are mounted is called as _____	Magnetic Board	Internal Board	Motherboard	Electric Board	C
4	.... scanner is very small and usually can be easily held in hand.	Flatbed	Hand Scanner	Portable	Pen Scanner	C
5	To undo more than one actions, _____ is used on the Undo of Quick Access Toolbar.	Drop-Up	Drop-Down	Drop-Right	Drop-Left	B
6	In MS-Word _____ is used to start the next page at the current position.	Break	Paragraph	Page Break	None of Above	C
7	In MS-Word total _____ change cases are available	5	4	3	2	A
8	The footnote in a word document is available under _____ tab	Home	Insert	References	Review	C
9	Worksheet collection is called as	Work note book	Work document	Workbook	Chart book	C
10	In database, ... refers to the column of our worksheet whose summary we want as result.	Field	Criteria	Date	Cell	A
11	SLN function in MS..Excel stands for	Straight line Method Depreciation	Single Line Method	Simple Line Method	None of these	A
12	SYD function in MS-Excel stands for _____	Sum of Years Digits Method Depreciation	Straight line Method Depreciation	Single Line Method	Simple Line Method	A
13	Word counter option is under _ menu in Pagemaker.	Edit	Element	View	Utilities	D

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14	_____ is a transaction in which goods or services are sold on credit	Credit Transaction	Cash Transaction	Company Transaction	None of the options	A
15	Windows is _____based operating system	CPU	GUI	UGI	CUI	B
16	The default page size in PageMaker is _____	Letter	Custom	A4	A5	A
17	To insert the picture of part of the screen in to the file .... option is used	Insert Tab Picture	Insert Tab Screenshot Screen Clipping	Insert Tab SmartArt	None of these	B
18	We can add _____ command in a slide to the specified object to specify what should happen when you click on it.	Action	Slide Layout	Slide Animation	None of these	A
19	The shortcut key to start a slide show is _____	F5	F1	Ctrl + M	Ctrl+N	A
20	To insert Chart into the slide Chart Command from Insert Tab is used.	TRUE	FALSE			A