

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC JUNE 2025 ENG 30 - WPM BATCH - 703

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	Cache Memory is known as _____ memory in computer.	Temporary	Processor	Flash	Permanent	A
2	Cache Memory is a Temporary Memory	TRUE	FALSE			A
3	Calculator like number keys on keyboard are called as : : : : : .	Toggle Keys	Navigation Keys	Numeric Keypad	None Of Above	C
4	Caps Lock on means-	All text capital	All text small	Only first character capital	Only first character small	A
5	CD & ----- disk are example of optical disk	Floppy	Hard Disk	Pen Drive	DVD	D
6	Ctrl + X _____	Cut	Home	Copy	Paste	A
7	Ctrl + Y _____	Undo the last action	Redo the last action	add a new page	Paste	B
8	Use 'Ctrl + Y' shortcut key for _____ Command.	Undo	Copy	Paste	Redo	D
9	Ctrl + Z _____	Undo the last action	Redo the last action	add a new page	Paste	A
10	Ctrl+___ is used for Left Align	A	L	C	D	B
11	Doughnut is one of the type of chart in Excel	TRUE	FALSE			A
12	Pressing Enter key cell moves to ---	Next row	Right	Left	Up	A
13	We can save Excel file in Pdf.	TRUE	FALSE			A
14	Each row in Excel has given one Number.	TRUE	FALSE			A
15	The Alignment of Cells in Excel Sheet can be done by _____	View -->Alignment	Home -->Alignment	Home--> align	None of these	B
16	MS-PowerPoint is useful for _____	Teaching	Marketing	Animation	All of these	D
17	MS-PowerPoint is _____ type of software	Word Processor	Spreadsheet	Presentation maker	Image editor	C

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
18	MS-PowerPoint will be found under Microsoft Office folder.	TRUE	FALSE			A
19	Normal, Slide sorter, Reading view, slide show buttons are present on the status bar.	False	True			B
20	Presentation files can be made in Notepad	TRUE	FALSE			B
21	In a Computer window, _____ Shows different menus.	Title Bar	Tool Bar	Address Bar	Menu Bar	D
22	Computers are connected with each other by using concept of _____	Connecting	Networking	Sharing	Distributing	B
23	A computer monitor is made up of _____	Register	Microprocess or	Cathode Ray Tube	Transistor	C
24	The communication language of Computer is in the form of _____	Digital Signals	Network Signals	Bandwidth	None of above	A
25	Memory unit of a computer stores both input and output.	TRUE	FALSE			A