MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC JUNE 2025 ENG 40 - WPM BATCH - 102

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	_____ is NOT part of Computer Hardware	Keyboard	System Unit	System OS	Storage Devices	C
2	_____ is impact printer	Ink Jet Priters	Dot Matrix Priters	Laser Printers	Plotters	B
3	_____is a acronym of the word " Web-log".	WB	Blog	WL	WC	B
4	Arrow keys is also called as _____	Combination	Navigation	Addition	Changing	B
5	To store Data in CD or DVD _____ program is used.	word	Burner	Notepad	Paint	B
6	For movement of document in MS-Word we can use _____	Scroll Bar	title bar	status bar	None of these	A
7	You can format each section in Ms-word	TRUE	FALSE			A
8	_____ made up of rows and columns	Cell	Table	Word	None of these	B
9	You cannot sort table by Columns	TRUE	FALSE			B
10	Callouts buttons are in the _____ Option of Insert Tab.	Standard	Formatting	Status	Shapes	D
11	_____ bar is above Tool bar	Access	Tool	Quick	Menu	D
12	The keyboard shortcut to search contents is ctrl + s in MS Excel 2019 .	TRUE	FALSE			B
13	In .... you can give more than one criterion on one column at the same time.	Advance Filter	Custom Filter	Both	None of these	C
14	Autofill Option is used to get 1,2,3,4_____ Numbers in _____ Column.	Serial Number	Down	Up	None of these	A
15	With _____ Function Current System Time gets inserted in Current Cell.	=Now()	=Time()	Currenttime()	=Clock()	A
16	= LEN() is used to find the length of the string.	TRUE	FALSE			A

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17	We can add the shapes from_____ menu	File	Home	Insert	Review	C
18	We can use _____ View to see slide one by one on screen.	print	Slide Show	slide	New slide	B
19	_____ means the effects given in Slide, regarding how the Objects appeared during Slide show.	Transitions	Layout	Animation	None of these	C
20	In _____ view the slides are displayed in small size like thumbnails.	Reading	Normal	Notes Page	Slide sorter	D
21	In _____ number system only two digits are present	Binary	Decimal	Hexa-Decimal	Octal	A
22	Due to _____ our computer can get slow or hang frequently.	Virus	Software	Hardware	None of the options	A
23	8 bits it is equal to _____ byte.	1	10	100	1000	A
24	The results given by Analog Computers will be _____	Permanent	Auxiliary	Temporary	visual	C
25	Data cannot be erased once it is stored on a CD.	TRUE	FALSE			A