

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC JUNE 2025 ENG 40 - WPM BATCH - 504

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	_____ can process billions instructions per second.	Mainframe	Mini Computers	Micro Computers	Super Computers	D
2	_____ Is not type of printer	Plotter	Laser	Solid	Dot Matrix	C
3	_____ Is volatile memory.	RAM	ROM	CACHE	None of these	A
4	_____ is used in ATM, Mobiles and Tablets	Bar Code	MICR	Touch Screen	Bar Code	C
5	_____ Are types of keyboard.	Ergonomic	Flexible	Wireless	All of these	D
6	_____ option is used to copy formatting from one place and apply it to another	Copy	Formatting	Format Painter	Copy Formatting	C
7	_____ effect drawn line between the text	Line	Strikethrough	linethrough	through	B
8	By using _____ Combination Key we can Undo any mistakes.	Ctrl + A	Shift + A	Ctrl + Z	Shift + Z	C
9	_____ option is used converts text to columns	Change	Convert	Text to column	Data	C
10	_____ is used to translate text into different language	Translate	Transfer	Transform	Convert	A
11	While typing a function / formula, we have to start with the symbol "="	TRUE	FALSE			A
12	What is the value will display if the formula =\$55.00+5 is entered into a cell?	60	40	50	55	A
13	Clear command is present in ----- tab	Insert	Data	Home	View	C

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14	Column Index Number is the serial number of a _____ from table array from which corresponding value is to be given as output.	row	column	cell	text	B
15	To find lowest number in Row or Column _____ Function is used.	Max()	Min()	Count()	Round()	B
16	Which option on the custom animation task pane allows you to apply a preset or custom motion path?	Add effect	Emphasis	Animate now	All of these	A
17	Design/ Transition/ Animations/ Slide show tabs are available in _____	MS-Word	MS-Excel	MS-PowerPoint	MS-Access	C
18	We get different background effects according to Design theme selected from _____ Design Tab.	Print Layout	Background Styles	Normal	None of these	B
19	Which menu contains the Document Setup command	Edit	File	View	Document	B
20	DPI means Dot per Square Inch.	TRUE	FALSE			A
21	_____ is the most common internet protocol.	HTML	TCP/IP	IPX/SPX	NetBEUL	B
22	_____ system is use send electronic message.	Online service	E-mail	Voice mail messages	Shared mail	B
23	_____ is an internet search tool.	Gmail	Facebook	Chrome	Gopher	D
24	_____ can permanently damage software applications	Virus	System Software	Application Software	Antivirus	A
25	_____ is a hardware device.	Virus	Hard Disk	Norton	Quick heal	B