

**MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE**

**OBJECTIVE QUESTION**

**GCC - TBC 30-WPM 18 Dec 2023 ENG 30-WPM BATCH-105**

**FINAL ANSWER KEY**

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Answer	Final Answer
1	Usb stands for _____	Uniform Series Bus	Universal Series Bus	Universal Serial Bus	None of these	C	C
2	Icon on desktop can be moved	TRUE	FALSE			A	A
3	Cache Memory is a Temporary Memory	TRUE	FALSE			A	A
4	Baud Rate is measured in _____	Symbols per second	Symbol per minutes	Bits per seconds	Bytes per minute	C	C
5	_____ Is volatile memory.	RAM	ROM	CACHE	None of these	A	A
6	In word left,right,center,justify are different types of _____	line spacing	alignment	charts	fonts	B	B
7	You can change page size using _____ tab	Home	Insert	Page Layout	View	C	C
8	In MS Word text can be made Italic by _____	Ctrl + I	Ctrl + B	Ctrl + U	None of these	A	A
9	In MS-Word you can create a table with the use of one of the following _____	Insert table	Create Table	Draw Table	All of these	D	D
10	_____ is the extension of Word files?	FIL	DOT	.Docx	TXT	C	C
11	Where you find the option set print area in MS Excel 2010 ?	home tab	insert tab	page layout tab	view tab	C	C
12	Which group allows you to change text into italic format in MS Excel 2010 ?	font group	editing group	formatting group	cells group	A	A
13	In Excel Ctrl + U Command is used for _____	Bold	Italic	Underline	Paste	C	C
14	To Summarize Data _____ Is used	Chart	Pivot Table	Filter	Form	B	B
15	In Ms-Excel Rows are labelled as _____	A,B,C....	1,2,3,4....	I, I, III ...	a,b,c,....	B	B
16	Which key is used to right align in a paragraph?	Ctrl + A	Ctrl + T	Ctrl + R	Ctrl + I	C	C
17	The time given in the slide transition section is in _____	minutes	seconds	millisecond	None of these	B	B
18	It is not possible to insert chart in Presentation	TRUE	FALSE			B	B
19	In Powerpoint Picture Option is available in _____ Tab.	Home	Insert	View	Review	B	B
20	Files of MS PowerPoint are called as _____	Document	Spreadsheet	File	Presentation	D	D

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21	Which one of the following is not network topology?	Line	Bus	Star	Ring	A	A
22	_____ is called as calculator of computer.	Microprocessor	RAM	ROM	ALU	D	D
23	Sending files with e-mail is ____	Slides	Attachment	Workbook	Document	B	B
24	Which is the powerful PC that stores data in it?	Client	Server	Modem	None of these	B	B
25	www.google.com is the example of _____	Email Service	Search Engine	Social Networking site	None of these	B	B