

**MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE**

**OBJECTIVE QUESTION**

**GCC - TBC 30-WPM 19 Dec 2023 ENG 30-WPM BATCH-201**

**FINAL ANSWER KEY**

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Answer	Final Answer
1	Laptop is also called as Notebook PC.	TRUE	FALSE			A	A
2	Where you will find the delivered messages in email ?	Inbox	spam	trash	Sent Items	D	D
3	1024 kb = _____	1 Kb	1 Mb	1 Gb	1 Tb	B	B
4	Dos stands for _____	Disk Operating System	Dot Operating System	Disk Optimum System	Dot Optiplex System	A	A
5	Mouse is _____ device	Scanning	Voice Input	Pointing	None of these	C	C
6	Undo command is given in Tool bar	Window	File	Quick Access	Format	C	C
7	_____ of the following is not valid version of MS Office?	Office 2003	Office Vista	Office 2010	Office 2007	B	B
8	In MS word, What is NOT on the insert Ribbon Command ?	Shapes	Clip Art	Page Numbers	Thesauruses	D	D
9	Calibri, Mangal are the examples of _____	Word Art	Font	Font Style	Indents	B	B
10	Open option is given in _____ Menu.	File	Formattin g	Status	Drawing	A	A
11	Where you find the option to embed chart in MS Excel 2010 ?	embed tab	data tab	page layout tab	Insert tab	D	D
12	In MS Excel 2010 how many rows workbook has ?	50,48,567	10,48,576	40,48,579	50,51,000	B	B
13	IF() function is used to place data according to any conditon.	TRUE	FALSE			A	A
14	What is referred to group of selected cells in MS Excel 2010 ?	table	rows	cell range	columns	C	C
15	Which group contains textbox option in MS Excel 2010 ?	edit	text	links	symbols	B	B
16	New slide is inside _____ group in PowerPoint	Transition to this slide	Slide	Presentati on Views	Page setup	B	B
17	You can insert graph in MS PowerPoint file	TRUE	FALSE			A	A
18	In PowerPoint which of the following terms are used?	Slide	Placeholder	Handouts	All of these	D	D
19	Slideshow can be prepared from ..... application.	PowerPoi nt	File	Slide Show	Window	A	A

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20	Zooming the presentation affects the printing size of the slide.	TRUE	FALSE			B	B
21	An internet address is called WWW	TRUE	FALSE			B	B
22	C++ is a _____	Program	Programming Language	Operating system	compiler	B	B
23	NOS long form is Network Operating System	TRUE	FALSE			A	A
24	MB stands for _____	Micro Bytes	Milli Bytes	Mega Byte	Mega Binary	C	C
25	Sent Email is shown Inbox.	TRUE	FALSE			B	B