MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE
OBJECTIVE QUESTION
GCC-TBC 24 Dec 2023 GCC-TBC ENG-40-WPM BATCH-401
FINAL ANSWER KEY

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Answer	Final Answer
1	Hard disk is also known as _____	Higher Capacity Disk	Magnetic Disk	Portable Disk	Dynamic Disk	B	B
2	Email stands for.	Electronic Mail	Electrical Mode	Electronic Machine	None of these	A	A
3	ALU works with _____	Calculations	Analysis	Comparison	All of these	D	D
4	1024 Peta Byte = 1 ____	Tera Byte	Zetta Byte	Exa Byte	None of these	C	C
5	CD means _____	Compact Disk	Complete Disk	Computer	All of these	A	A
6	we can change width of border from _____ option	Insert	Home	Border	None of these	C	C
7	_____ box is used for typing text.	Text	Letter	Symbol	Word	A	A
8	_____ is switch the pages into the portrait and landscape layouts	View	Orientation	Switch	Insert	B	B
9	Word Processing software create _____ document.	Text-based	Video based	Audio based	Animation based	A	A
10	Ms word is _____ Software	System	Main	Secondary	Application	D	D
11	VLOOKUP is a logical function	TRUE	FALSE			B	B
12	When you select a Chart, ... Tab appears on the Title Bar.	Chart Tools	Chart Options	Select Chart	None of these	A	A
13	With ____Function , we get Minimum value in range.	sum()	Min()	Average()	Max()	B	B
14	Comments can be added to cells using _____	Cell Tip	Soft Tip	Web Tip	Smart Tip	A	A
15	Using _____ we can give two conditions at a time on one record.	Auto Filter	Compound Filter	Merge Filter	Custom Filter	D	D
16	In PowerPoint -rulers and gridlines can be inserted using _____ option	View-window	view-time	View - show	None of these	C	C
17	In PowerPoint timing rehearse option is available under _____ ribbon.	Slideshow	Review	View	Design	A	A
18	By pressing escape key we can stop the running _____	file	slide show	sheet	window	B	B

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19	The extension .pptx is _____ with the file name on the title bar.	displayed	not displayed	shown	deleted	B	B
20	File name is displayed at _____ in PowerPoint	Menu Bar	Status Bar	Ribbons	Title Bar	D	D
21	To show Military site _____ domain code is used.	.edu	.mil	.com	.gov	B	B
22	If we want send a mail to someone, we need to click on _____ button.	Compose	Reply	Backward	Forward	A	A
23	.mil is example of _____ website	Military	college	school	None of these	A	A
24	E Mail is _____ mail	electronic	electric	emerging	All of these	A	A
25	In twitter, one tweet can be of _____ characters	50	140	1000	5000	B	B