| Sr.No | Question | Option A | Option B | Option C | Option D | Provisional Answer |
|---|---|---|---|---|---|---|
| 1 | F1 - f12 keys are called _____ | Formula Keys | Shortcut Keys | Function Keys | None of these | C |
| 2 | What is the use of E-mail server? | Send Email | Download Games | Upload Songs | None of these | A |
| 3 | Windows-7 is _____ software. | Application Software | System Software | General Software | Drawing Software | B |
| 4 | DNS is means what | Domain Number system | Domain name Structure | Domain name style | Domain Name system | D |
| 5 | "Control" Key is _____ Key. | Enter | Insert | Addition | Combination | D |
| 6 | ctrl+Home key used for_____ | Move the cursor to the beginning | Move the cursor to the end | Move the cursor to the middle | Move the cursor to the top | A |
| 7 | _____ item is printed at the bottom of each page | Header | Foot Note | Title | Footer | D |
| 8 | Dialog box can be resized | TRUE | FALSE | | | B |
| 9 | ctrl+R is used for Right Alignment | TRUE | FALSE | | | A |
| 10 | When zoom is _____% it is similar to the Print size of document | 100% | 120% | 2 | 3 | A |
| 11 | Where we can specify new theme of fonts in MS Excel 2010 ? | In data tab | in page layout tab | in review tab | in insert tab | B |
| 12 | Which chart type is not available in MS Excel 2010 ? | Column | Line | filter | Scatter | C |
| 13 | Select the chart type which is not existing in MS Excel 2010 ? | area | Line | bar | circle | D |
| 14 | Where we can specify print area in MS Excel 2010 ? | In data tab | in page layout tab | in review tab | in insert tab | B |
| 15 | Delete sheet command is given in _____ Tab-Cells group | File | View | Home | Tools | C |
| 16 | We can see the object in big size using _____ command. | Zoom In | Zoom Out | Zoom Left | Zoom Right | A |
| 17 | WMF means .............................. | Window Main File | Windows Meta File | Windows Map Frame | Window Main Frame | B |
| 18 | You can not add specific time for each animation. | TRUE | FALSE | | | B |

**MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE**
**OBJECTIVE QUESTION**
**GCC - TBC  30-WPM 18 Dec 2023 ENG 30-WPM BATCH-104**
**PROVISIONAL ANSWER KEY**

| Sr.No | Question | Option A | Option B | Option C | Option D | Provisional Answer |
|---|---|---|---|---|---|---|
| 19 | You cannot create duplicate slide in PowerPoint. | TRUE | FALSE | | | B |
| 20 | Text shadow option is available in _____ group in Powerpoint. | Font | Clipboard | Slide | Paragraph | A |
| 21 | _____ is WAN type of network. | Internet | Browser | Webpage | Home page | A |
| 22 | To prevent computer from virus, use _____ | Virus Protector | Antivirus | Anti Protect | Virus Wall | B |
| 23 | The packets of the thoughts shared in Twitter is called as _____ | Posts | Status | Tweets | Opinions | C |
| 24 | Modem can provide both input and output information. | TRUE | FALSE | | | A |
| 25 | Two computers could have the same IP address. | TRUE | FALSE | | | B |