MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE
OBJECTIVE QUESTION
GCC - TBC 30-WPM 18 Dec 2023 ENG 30-WPM BATCH-105
PROVISIONAL ANSWER KEY

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

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Answer
20	Files of MS PowerPoint are called as _____	Document	Spreadsheet	File	Presentation	D
21	Which one of the following is not network topology?	Line	Bus	Star	Ring	A
22	_____ Is called as calculator of computer.	Microprocessor	RAM	ROM	ALU	D
23	Sending files with e-mail is ___	Slides	Attachment	Workbook	Document	B
24	Which is the powerful PC that stores data in it?	Client	Server	Modem	None of these	B
25	www.google.com is the example of _____	Email Service	Search Engine	Social Networking site	None of these	B