

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
GCC-TBC 19 Dec 2023 GCC-TBC ENG-40-WPM BATCH-205
PROVISIONAL ANSWER KEY

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Answer
1	External HDD is connected using _____ port	HDMI	USB	PS/2	None of these	B
2	1024 Terabyte = _____	1 KILOBYTE	1 MEGABYTE	1 GIGABYTE	1 PETABYTE	D
3	_____ indicates the website is of commercial type.	.org	.com	.gov	.mil	B
4	_____ is volatile	Hard Disk	RAM	Pen Drive	None of these	B
5	Flash drives are also known as	Pen Drives	CDs	Floppy Disks	Hard Disks	A
6	Dialog Box cannot be resized	TRUE	FALSE			A
7	grammar Mistakes are underlined by curly line.	Green	Yellow	Blue	Red	A
8	Which of the following is not font style	Bold	Italic	Underline	Superscript	D
9	_____ items are placed at the end the document .	Header	Footer	End Note	Page number	C
10	We can change date format in Ms-word	TRUE	FALSE			A
11	All the commands in Excel are given in the form of a Ribbon.	TRUE	FALSE			B
12	The Default file name in Excel is _____	Document 1	Presentation1	Textfile1	Book1	D
13are the types of filters.	Auto Filter	Custom Filter	Advance Filter	All of these	D
14	Using _____ function we can check around 32 conditions.	AND	AVERAGE	NOT	SUM	A
15	With _____Function Current System Time gets Inserted in Current Cell.	Clock()	Current Time()	Time()	Now()	D
16	PageMaker is the software created by Microsoft company	TRUE	FALSE			B
17	In PowerPoint, to set page vertically the option is _____	Design-page setup	design-theme	Design-The page	None of these	A
18	If we right click on text matter _____ menu will be open	File	Quick Access	Edit	Window	B
19	_____ command is available in File menu	Preference	paragraph cut	cut	find	A

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20	Outline view is used to _____ the matter in the slide.	arrange	delete	copy	paste	A
21	Reservations can be done with online service from _____	Home	Office	Head Office	All of these	D
22	CD-R stands for _____	Data Versatile Disk Recordable	Data Versatile Disk Rewritable	Compact Disk Recordable	Compact Disk Rewritable	C
23	In Gmail, forward button is used to _____	Delete email	Forward email	Backward email	Reply to email	B
24	It is not possible to recover emails deleted from trash.	TRUE	FALSE			B
25	_____ Is an example of Application Software.	Interpreter	Operating System	Compiler	Browser	D