MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
GCC - TBC 30 - WPM 12-06-2024 ENGLISH 30 - WPM BATCH - 301
FINAL ANSWER KEY

Sr. No	Question	Option A	Option B	Option C	Option D	Provisional Answer	Final Answer
1	What are the uses of Internet?	Reading Newspaper	Searching	Downloading	All of these	D	D
2	In Email BCC means	Black copy case	Black carbon copy	Blind carbon copy	None of these	C	C
3	Dvd stands for _____	Digital Video Disk	Daily Video Disk	Daily Versatile Disk	Digital Versatile Disk	D	D
4	Mb stands for _____	Memorybyte	Megabyte	Minibyte	None of these	B	B
5	WWW is abbreviation of	World wide Work	World wise work	World Wise Web	World Wide Web	D	D
6	Background command is given in __tab	Insert	Tools	File	Design	D	D
7	Portrait and Landscape are _____	Page Orientation	Paper Size	Page Layout	All of these	A	A
8	_____ Is containing of Rows and columns.	Table	Border	Text Box	Rectangle	A	A
9	Ctrl+L is used for_____	Right Alignment	left Alignment	Alignment	None of these	B	B
10	ctrl+E is used for_____	Right Alignment	Center Alignment	left Alignment	Alignment	B	B
11	Scatter is one of the type of chart in Excel.	TRUE	FALSE			A	A
12	Scatter chat is also called a Doughnut Chart.	TRUE	FALSE			B	B
13	In Excel Default Alignment are _____	Both Numbers and Text on Left	Both Numbers and Text on Right	Numbers on Right and Text on Left	Numbers on Left and Text on Right	C	C
14	Sort option is available in _____ Menu	Data	Insert	View	Formulas	A	A
15	Which is not a function in MS Excel 2010 ?	today()	add()	countif()	sum()	B	B
16	Tables are used to	Create Graphs	Set up database	Perform Calculations	All of these	D	D
17	State.pptx file is _____ type of file.	MS Word	Ms Excel	Ms Powerpoin	Ms Access	C	C
18	Speaker note can be added in Presentation by user.	TRUE	FALSE			A	A
19	In slide show which command is not available	Custom Show	Hide Slide	Set up Show	Background	D	D
20	Clipart option is given in Edit Tab.	TRUE	FALSE			B	B
21	Forwarding E-Mail is the same as replying to an E-Mail massage.	TRUE	FALSE			B	B

#	Question	A	B	C	D		
22	Characteristics of Windows 7 are_____	Easy Operating System	Excellent Graphical Interface	Excellent security Features	All of these	D	D
23	BCC Means____	Blank Carbon Copy	Blind Carbon Copy	Bank Carbon Copy	Branch Carbon Copy	B	B
24	MIDI stands for.	Musical Instrument Digital Interface	Multimedia Instrument Digital Interface	Media Instrument Digital Interface	MP3 Instrument	A	A
25	Storage capacity of a Flash Memory Card is _____	650 MB To 1 GB	4.7 GB To 17 GB	2 GB To 64 GB	500 GB to 1TB	C	C