

**MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE**  
**OBJECTIVE QUESTION**  
**GCC - TBC 40 - WPM 11-06-2024 ENGLISH 40 - WPM BATCH - 203**  
**FINAL ANSWER KEY**

Sr. No	Question	Option A	Option B	Option C	Option D	Provisional Answer	Final Answer
1	ALU stands for Arithmetic & Logic Unit	TRUE	FALSE			A	A
2	In digital computers data is interpreted in _____ signals.	0 & 1	2 & 3	100 & 200	10 & 20	A	A
3	_____ printers use toner to print on paper.	Ink Jet Printers	Dot Matrix Printers	Laser Printers	Plotters	C	C
4	Secondary memory is permanent memory.	TRUE	FALSE			A	A
5	Typically data storage capacity of flash drive is _____	2 Gb - 64 Gb	2 Gb - 10 Gb	100 Gb - 1000 Gb	None of these	A	A
6	Word Processing Software is used to process the .....	Text	Presentation	Animation	Pagemaker	A	A
7	We can add callouts from _____ option	Insert	Page Layout	View	Shapes	D	D
8	_____ Shortcut key is used to paste a matter in MS-WORD	Ctrl + V	Alt + V	Ctrl + C	Ctrl + D	A	A
9	To select any paragraph in document, _____ With mouse on paragraph.	Single Click	Triple Click	Double Click	Right Click	B	B
10	In Ms-word grammer mistakes displayed with the _____ color	Red	Black	Yellow	Green	D	D
11	Delete sheet Command is given in _____ tab.	Tools	Home	View	File	B	B
12	In MS-Excel, we can remove given name for the selected cell range using _____	Name Manager	Name Changer	Name Editor	Name Chart	A	A

13	Ctrl + PgDn combination is used to move to the next worksheet.	TRUE	FALSE			A	A
14	In MS-Excel, with the help of _____ comparison of information in table becomes easy.	Filter	Graph	Sort	Data	B	B
15	In VLOOKUP/HLOOKUP, _____ parameter means exact match.	0	2	10	1	A	A
16	If you _____ a slide it will not be shown in the full screen slide show.	show	close	hide	exit	C	C
17	To select object, image, hanger in PageMaker _____ tool is used	Text	Crop	Pointer	Line	C	C
18	_____ is not available in PowerPoint.	Spelling Checker	Thesaurus	Translate	None of these	D	D
19	In PageMaker, _____ tool is used to type, select, and edit text.	select tool	Line tool	Rotate tool	Text Tool	D	D
20	In PowerPoint _____ is a layout of slide.	Title slide	Master slide	Main slide	None of these	A	A
21	F1 is used to refresh the active window	TRUE	FALSE			B	B
22	_____ is the most common Internet Protocol.	TCP/IP	HTML	IPX/SPX	Net/Up	A	A
23	Internet Explorer is _____ type of software.	Word Processor	Spreadsheet	Web Browser	Presentation Maker	C	C
24	A File download means moves a copy of file on local host to remote host.	TRUE	FALSE			B	B
25	Server give the permission to client to share _____ On the networks	Web Browser	Hyperlink	Resources	Metro Area Network	C	C