	MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE					
	OBJECTIVE QUESTION					
	GCC - TBC 40 - WPM 10-06-2024 ENGLISH 40 - WPM BATCH - 101					
	PROVISIONAL ANSWER KEY					
Sr. No	**Question**	**Option A**	**Option B**	**Option C**	**Option D**	**Provisional Answer**
1	Task Bar can be moved to any side of Desktop	TRUE	FALSE			A
2	Which the last part in Email Address?	User Name	Password	Domain code	Domain Address	C
3	_____ memory Device is permanently fixed into CPU cabinet of Computer	Floppy Disk	Hard Disk	CD	Pen Drive	B
4	Windows 7 is Multiuser Operating System.	TRUE	FALSE			A
5	ROM means Read Only Memory	TRUE	FALSE			A
6	In Ms-Word from .... Tab you can See the option Show or Hide Ruler.	Insert	View	Data	Review	B
7	We can hyperlink text from_____ Menu	Insert	View	Review	Data	A
8	By clicking .... tool, we can apply 3D effect.	3-D Rotations	Right Rotation	Left Rotation	None of these	A
9	To select any word in document, _____ With mouse on the word.	Double Click	Triple Click	Single Click	Right Click	A
10	Microsoft word template files have _____ extension	.docx	.dotx	.doc	.tdoc	B
11	In MS-Excel, if we want to show any message after selecting any cell then _____ option is used.	Input Message	Format Message	Edit Message	View Message	A
12	We have to start with _____Symbol to type any function in cell	=	*	?	!	A
13	= Sum (F8:F12) this function sort the values in cells range between F8 to F12.	TRUE	FALSE			B
14	The category of the function DAY() is	Logical	Finance	Math & Trig	Date and Time	D
15	In MS-Excel, we can define new _____ for the selected cell range using name manager.	Class	Range	Value	Name	D
16	To insert chart on a slide we use _____ command in Insert Tab	Chart	Picture	Shapes	Audio	A
17	There are 14 Tools in page maker tool box	TRUE	FALSE			A

18	In PageMaker, _____tool is used to select and rotate objects	Line tool	pointer tool	select tool	Rotate tool	D
19	In PowerPoint, Font size is decreased by using _____ option	home tab-styles	Home tab - alignment	Font command from home tab	None of these	C
20	PageMaker software developed by _____ company.	Microsoft	Adobe	IBM	None of these	B
21	Without _____ the computer and its application can not perform any task.	Operating System	DVD	Antivirus	Virus	A
22	_____ Is a digital circuit which performs addition of binary numbers.	Subtractor	Adder	Register	Accumulator	B
23	.mil is example of _____ website	Military	college	school	None of these	A
24	Pressing key combination Shift + F10 in Windows 7 will_____	Cancel Current Task	Display shortcut menu for selected item	Open Start Menu	Rename folder	B
25	_____ is the powerful PC and data is stored in it.	Date Line	Client	Server	None of these	C