

**MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE**

**OBJECTIVE QUESTION**

**GCC - TBC 40 - WPM 11-06-2024 ENGLISH 40 - WPM BATCH - 201**

**PROVISIONAL ANSWER KEY**

Sr. No	Question	Option A	Option B	Option C	Option D	Provisional Answer
1	BAUD rate is measured in _____ unit.	Bytes per seconds	Bits per minutes	Bits per Seconds	Bytes per Minutes	C
2	The parts of the Computer that we can touch or see is _____	Virus	Software	Hardware	Antivirus	C
3	IBM is the _____ manufacturing company	Microprocessor	Application	Program	O.S.	A
4	_____ memory is erased on power cut	Cache	ROM	RAM	All of these	C
5	_____ Generation used silicon chips as Integrated Circuits ( I. C. )	First	Second	Third	Fourth	C
6	can we insert rows in table	TRUE	FALSE			A
7	In MS-Word we use ctrl+r shortcut key is used for ___ alignment	left	right	center	None of these	B
8	To update recipient list _____ option is used	Insert Merge Field	Merge Field	Greeting Line	Edit Receptient	D
9	We can exit from Ms-Word 2010 application by clicking ..... Command from the menu.	Open	Close	Save	Exit	D
10	If you want to print active page _____ option is used	Active Page	Page	Current Page	None of these	C
11	Special Symbol insert from _____	Insert => Symbol	Date=>Symbol	Page=>Symbol	Formulas=> Symbol	A
12	= LEN() is used to find the length of the string.	TRUE	FALSE			A
13	Pressing ENTER key cell pointer moves to _____	Next row	Next Column	Up row	Right cell	A
14	_____ command is used for error checking in MS-Excel.	show error	display error	debug	Trace error	D
15	In Spreadsheet _____ Function makes the given content capital.	=Upper()	=Capital()	=Lower()	=Case()	A
16	In PageMaker, Text size option is available _____ on menu bar.	Element	Type	view	File	B
17	In PowerPoint, decorative part of text is added by using _____ option.	Insert-text	Insert-charts	Insert-Images	Insert-symbols	A
18	In PageMaker, in which menu bar Hide Ruler option is available?	Window	Element	View	Utilities	C
19	_____ inserts decorative text in your presentation.	Word Art	Decorative Word	Art Word	Art Text	A
20	In PageMaker, font option is available _____ on menu bar.	Type	File	View	Element	A
21	To reduce size of any _____ if it is large, is known as File Compression	File	Date & Time	Memory	Windows Explorer	A

22	In Gmail, reply button is used to _____	Delete email	Clear email	Reply to email	Forward email	C
23	With _____ System we can convert voice in telephone signals.	Web Camera	Voice-messaging	Fax	Digital Camera	B
24	_____ is online open platform for people	Social Networking	Networking	Internet	None of these	A
25	_____ is example of search engine	Facebook	google	orkut	None of these	B