MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE
OBJECTIVE QUESTION
GCC - TBC 40 - WPM 11-06-2024 ENGLISH 40 - WPM BATCH - 204
PROVISIONAL ANSWER KEY

Sr. No	Question	Option A	Option B	Option C	Option D	Provisional
1	The most common input devices used in computer are _____ and Mouse.	Joy Stick	Scanner	Keyboard	Printer	C
2	Ctrl + x = _____	Cut selected items	Copy selected items	paste Selected Items	Undo an action	A
3	_____ type of computer uses meter to show the comparison between two things.	Analogue	Digital	Super	Mainframe	A
4	_____ is impact printer	Ink Jet Priters	Dot Matrix Priters	Laser Printers	Plotters	B
5	The devices Microprocessor is used for _____ process.	Bitwise	Arithmetic & Logical	Virtual	Binary	B
6	When we click outside of Word Art text box the typed Word Art gets fixed	TRUE	FALSE			A
7	Undo option is given in _____ Of Toolbar.	File	Window	Format	Quick Access	D
8	_____ is the shortcut-key for manual line break.	CTRL + Enter	Alt + Enter	Shift + Enter	Space + Enter	C
9	In MS-Word 2010 change case option is available on_____Group of Home	Arrange	Clipboard	Font	Styles	C
10	we can resize images in Ms-word	TRUE	FALSE			A
11	Given the syntax of the Lookup Function .... is the column where the Lookup Value given is found.	Lookup Value	Lookup Vector	Column Index	True / False	B
12	In Lookup Function, parameter 0 stands as False.	TRUE	FALSE			A
13	A Blank Cell has the numeric Value of _____	Blank	Zero	Space	Null	D
14	Default Column Width in Excel is _____	7.43	8.43	6.43	9.43	B
15	To open a new worksheet file --- command is used	Open	New	Sheet	Blank	B
16	By pressing _____ key we can stop the running slide show.	Close	Exit	Escape	None of these	C
17	Which of the following are text flow options in PageMaker?	Standard	AutoFlow	Semi-Auto Flow	All of these	D
18	_____ is powerful software for making presentation material.	MS-PowerPoin	MS- Word	MS-Outlook	MS-Excel	A
19	In PageMaker, to draw line _____ tool is used.	Circle	Ellipse	Rectangle	Line	D
20	In PowerPoint, Change case effect is added by using _____ option	Home - styles	Home - alignment	Home-Font command	None of these	C
21	We can see HTML code of open webpage from browser.	TRUE	FALSE			A
22	It is possible to reply received email.	TRUE	FALSE			A

23	www.google.com is an example of _____	Email Service	Search Engine	Social networking Site	None of these	B
24	New data can be copied in _____ type of DVD.	DVD-R	DVD-RW	All of these	None of these	B
25	Magnetic disk are used to store _____ amount of data.	small	Large	Little	medium	B