MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE
OBJECTIVE QUESTION
GCC - TBC 40 - WPM 05-10-2024 ENGLISH 40 - WPM BATCH - 205
PROVISIONAL ANSWER KEY

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Answer
1	_____ option is used to see slide show at some particular time pause.	Time	Rehearse Time	Automatic	Watch	B
2	In PowerPoint, by using _____option we can add link.	web link	hyperlink	reference	None of these	B
3	In PowerPoint we can set action to _____ type of shapes.	Action Buttons	Action Shapes	Active Button	None of these	A
4	To go to previous slide press ....key.	Slide Number + Enter	Pg Up	Home	Enter	B
5	Presentation page created for displaying on the screen is known as _____	Worksheet	Document	Slide	Database sheet	C
6	Data sheet is used for storing the chart in MS-Excel.	TRUE	FALSE			B
7	Each row in Ms-Excel, is referred by a specific number.	TRUE	FALSE			A
8	File in EXCEL has _____ extension.	.doc	.xls	.xlsx	.xlx	C
9	For example : =Min(B4:B10) this formula will determine the lowest number in the cell range B4 toB10	TRUE	FALSE			A
10	For example using = Min (B4:B10) formula, we get the smallest number in cell B4 to B 10,	TRUE	FALSE			A
11	_____ is the protocol, to transfer the data in the form of text.	HTTP	SMTP	FTP	PPPT	A
12	_____ Is used to view deleted emails.	Inbox	Spam	Outbox	Trash	D
13	_____ Is used to view received emails.	Inbox	Outbox	Sent	Find	A
14	_____ is the protocol, to transfer the data in the form of text	SMTP	HTTP	FTP	PPPT	B
15	_____ Is used to view deleted E-Mails.	Inbox	Spam	Trash	Outbox	C
16	_____ convert hard copy to optically scanned digital image	Printer	Scanner	Webcam	None of these	B
17	_____ indicates the current position, where the character which we type is going to appear.	Mouse	Keyboard	Office Assistant	Curser	D
18	_____ is a brain of computer	CPU	MMC	FDD	All of	A

19	_____ is called photoelectric scanners.	Pen Scanner	Bar code reader	Portable Scanner	Flatbed scanner	B
20	_____ is interconnected	printer	Internet	Web site	Home	B
21	We cannot create Presentation Slides in Ms-Word.	TRUE	FALSE			A
22	We cannot convert table into text	TRUE	FALSE			B
23	We can use subscript and superscript option from the _____ option	Font	Format	Review	View	A
24	We can use _____ Facility to remove unwanted part of graphics.	Crop	Cut	Hidden	Row	A
25	We can use .... to write any Note instruction or any additional text.	Text Box	AutoSum	Sort & Filter	Find & select	A