MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE
OBJECTIVE QUESTION
GCC - TBC 40 - WPM 07-10-2024 ENGLISH 40 - WPM BATCH - 404
PROVISIONAL ANSWER KEY

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Answer
1	We can see the object in small size using _____ command.	Zoom In	Zoom Out	Zoom Left	Zoom Right	B
2	The feature used to give a list in a slide are _____	Arrow	Bullets	Line	Placeholder	B
3	Which is very powerful software for making presentation file.	MS-Access	MS- Word	MS-PowerPoint	MS-Excel	C
4	PowerPoint presentations are widely used as	note outlines for teachers	project presentations by students	communication of planning	All of these	D
5	In PowerPoint, to set page Horizontally it is termed as _____	Design-theme	Design-page setup	Design-Background	None of these	B
6	In MS-Excel, Pie is a type of _____	Font	Chart	Function	Filter	B
7	In MS-Excel, sort command has _____ types.	3	2	5	7	A
8	In MS-Excel, to apply _____ to active sheet, Protection command is used.	Protection	Preservation	Power	Performance	A
9	In MS-Excel, to apply protection to active sheet _____ command is used.	Protect	Preserve	Power	Perform	A
10	In MS-Excel, to perform arithmatic operations _____ can be used.	Formula	Font	Formats	Filter	A
11	Email is used to communicate over the Internet.	TRUE	FALSE			A
12	Emails sent to other accounts are shown in _____ menu.	Inbox	Spam	Sent Item	Trash	C
13	Every website has a unique address. Which is called?	Hyperlinks	IP Address	Domain	URL	D
14	F1 is used to refresh the active window	TRUE	FALSE			B
15	F5 Shortcut key is used to _____ Webpage.	Stop loading	Change	Refresh	Stop Refresh	C
16	_____ Is character printer.	Plotter	Laser	Solid	Dot Matrix	D
17	_____ is type of optical Disk.	Floppy Disk Drive	CD	Hard disk	Pen drive	B
18	_____ can be used to make text more attractive.	font	size	color	All of these	D

19	_____works for Modulation and Demodulation.	Router	Modem	Bridge	Hub	B
20	_____is a type of Social Networking service for specific subject.	Social Master Service	Social Navigation Social Network Service	Socializing Social Network Service	Server Service	B
21	Use .... key to get a blank line before or after the Paragraph.	Home	Enter	Backspace	Num lock	B
22	Undo and Redo option present in _____ Toolbar	Drawing	Formatting	Quick	View	C
23	Underline option is used to make the text_____in selected cells	Bold	Italic	Underline	None of these	C
24	Transform means selected Word Art Text will be transformed into Pre-defined Transform Effects.	TRUE	FALSE			A
25	Total number of pages in Current document is shown on _____	Scroll bar	Formula bar	Status bar	Quick Access Tool bar	C