

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC ENG 30 - WPM BATCH - 702

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	Characteristic of microprocessor _____	Very Fast	Very Small In Size	Both A And B	None Of Above	C
2	Characteristic of transistors _____	Faster Than Vaccum Tubes	Smaller In Size	Both A And B	None Of Above	C
3	CHARACTERISTRIC OF I.C. is that it _____	Bulky	Slow	Never Became Warm	None of these	C
4	Charater Printer is also called as _____	Ink Jet Priters	Dot Matrix Priters	Laser Printers	Plotters	B
5	Collection of 1024 GB data means 1 ----- Data.	Terabyte	Gigabyte	Kilobytes	Bytes only	A
6	control+home is used for Find and Replace	TRUE	FALSE			B
7	Copy and Paste operation can be used to move a block of text.	TRUE	FALSE			B
8	Ctrl + A _____	Select All	Align Right	Align Left	Change Font	A
9	Ctrl + B _____	Search the selected text	Paste the selected text	Open file	Bold the selected text	D
10	Ctrl + I is used for _____	Italic	Left Indent	Save Document	Close Document	A
11	In Excel Short Cut key for Redo is _____	Ctrl + Y	Ctrl+ Z	Ctrl + S	Ctrl + X	A
12	In Excel _____ Is present by Default	Border	Gridline	Graph	Filter	B
13	In Excel _____ Means instruction to perform calculations.	Text	Formula	Number	Cell Reference	B
14	In Excel _____ Is not type of View.	Normal	Page Layout	Print Layout	Custom	C
15	In Excel _____ is not type of view	Normal	Page Layout	Print Layout	Custom	C
16	If you want all the presentation to have same look then use _____	Outline View	Reading View	slide layout	installed design template	D
17	Images cannot be deleted once added in a slide	TRUE	FALSE			B

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18	In ----- view we can see only one slide at a time and can do editing in the same.	Slide Sorter	Normal	Outline View	Slide Show	B
19	In ----- we can do Rehearsal of the time required for each slide.	Set up show	Slide Transition	Rehearse Timings	Custom Animation	C
20	In we can see all the slides in the presentation file in thumbnail view.	Outline Pane	Slides Pane	Notes page	Slide Sorter	B
21	Addition document included in an Email are commonly called : :	Postings	Forums	Attachments	Links	C
22	All modems are located inside the computer.	TRUE	FALSE			B
23	All web addresses start with _____	smtp://	http://	ftp://	html://	B
24	All web addresses start with http://	TRUE	FALSE			A
25	ALU stands for _____	Arithmetic and Legal Unit	Arithmetic and Logical Unit	Addition Logic Unit	None of these	B