

**MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE**  
**OBJECTIVE QUESTION**  
**PROVISIONAL ANSWER KEY GCC - TBC ENG 30 - WPM BATCH - 904**

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	DVD Stands for _____	Digital Versatile Disk	Digital Visual Disk	Digital Video Desk	Data Versatile Disk	A
2	Each website has different URL.	TRUE	FALSE			A
3	Each website has same URL.	TRUE	FALSE			B
4	E-mail means electronic mail	TRUE	FALSE			A
5	Ethernet port is used for : : : : .	Keyboard	Network	Scanner	Mouse	B
6	Footnotes is appear at the _____ in the document.	End of document	Bottom of a Page	End of Heading	None of these	B
7	For a going to specific page _____ is used	Go To	Move	Clear	Cut	A
8	For Mathematical Equation Insert Tab- : : : option used in Word	Formula	Equation	Symbol	None of these	B
9	For movement of document in MS-Word we can use Scroll bars.	TRUE	FALSE			A
10	For selection of a whole word _____ click on the mouse	single	triple	double	None of these	C
11	In which tab zoom option in available MS Excel 2019 ?	review tab	Home tab	data tab	view tab	D
12	In Worksheet 'C' Column and Row 7th that particular Cell will be recognized as : : : : . Cell Reference.	C7	7C	C*7	C+7	A
13	In Worksheet each cell has assigned by one address	TRUE	FALSE			A
14	In Worksheet The heading of Last column is _____	XFD	ZFD	ZZZ	ZXY	A
15	In Worksheet the Heading of last Column is XFD	TRUE	FALSE			A

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
16	In PowerPoint Page Orientation is inside _____ group in design tab	Alignment	Font	Number	Page setup	D
17	In PowerPoint Page Setup command is available in ----- Group.	Home	Insert	Design	Transitions	C
18	In Powerpoint Photo Album Option is available in _____ Tab.	Home	Insert	View	Review	B
19	In Powerpoint Picture Option is available in _____ Tab.	Home	Insert	View	Review	B
20	In PowerPoint picture with caption is type _____	Layout	Paper	Size	Font	A
21	DOS is _____	Application	Operating System	Hardware	Language	B
22	DOS is an application software.	TRUE	FALSE			B
23	Download means to copy a file from _____	Server to server	Your computer to Server	All of above	Server to your computer	D
24	Download means to copy a file from your computer to another Computer.	TRUE	FALSE			B
25	DVD has more storage capacity than CD.	TRUE	FALSE			A