MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC ENG 40 - WPM BATCH - 201

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	_____ is a small bunch of data stored on our computer by the web site.	Site	Cookies	Email	Computer	B
2	_____ is light sensitive input device	Light Mouse	Light Pen	Touch Pen	None of Above	B
3	_____ is most commonly used output device	Printer	Monitor	Projector	HDTV	B
4	_____ is NOT input device	Finger Print Scanner	Projector	Webcam	Scanner	B
5	_____ is NOT secondary memory	CD	RAM	HDD	DVD	B
6	_____ apperas ghosted text behind the main body text	Highlighter	Selector	Watermark	Image	C
7	_____ facility is used to mark each point in a list with order and unorder list.	List	Bullets and Numbering	Symbols	Numbering	B
8	_____ means distance between 'Text Matter' and 'Page margins'.	Indent	Margin	Gap	Gutter	A
9	_____ spilts the text in two or more columns	Convert	Columns	Text	Change	B
10	_____ tab contain page setting	Page	Layout	Page Layout	View	C
11	To _____ the chart in MS-Excel, chart Sheet is used.	formulate	store	modify	print	B
12	"LOWER" is a Text function.	TRUE	FALSE			A
13	____ Means in built formula basically available in Excel	Programs	Value	Figures	Functions	D
14	____ Option is available only in MS-Excel Window.	Status Bar	Title Bar	Menu Bar	Formula Bar	D
15	_____ Means in built formula basically available in Excel.	Programs	Value	Figures	Functions	D
16	_____ are printed notes of speech, footnote made for speech.	Slide	Speaker's Note	Worksheet	None of these	B

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17	_____ is Power Point file extention.	.docx	.pptx	.mdb	.bmp	B
18	_____ audio editor software.	MS-paint	Adobe Photoshop	Audacity	Corel Draw	C
19	_____ is process in which all slides are displayed one after another?	Page Show	Image Show	Slide Show	None of these	C
20	_____ shows slides in full screen	Zoom	Show	Slide Show	All of these	C
21	_____ device can be seen in shops/Malls sale counters	MICR	Bar code reader	Pen drive	Hard Disk	B
22	_____ is collection of graphic characters.	Typeface	Graphicface	GraphicCharacter	None of Above	A
23	_____ key is used to go to next line.	Tab	Enter	F1	F5	B
24	_____ are examples of email service provider.	google	hotmail	yahoo	All of Above	D
25	_____ is example of cyber crime.	Website Hack	Bank Account Hack	Mobile Hack	All of Above	D