

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC ENG 40 - WPM BATCH - 701

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	1 Exa Byte = 1024 _____	Peta Byte	Exa Byte	Zetta Byte	None of Above	A
2	1 GB = _____	1000 MB	1024 ZB	1024 MB	1024 TB	C
3	1 KB = _____ Bytes	1000	1012	1024	1032	C
4	1 Peta Byte = 1024 _____	Tera Byte	Mega Byte	Giga Byte	None of Above	A
5	1 Tera Byte = 1024 _____	Mega Byte	Giga Byte	Yotta Byte	None of Above	B
6	Courier is an example of font	True	False			A
7	create _____ to assign a name to specific point in document	Header	Footer	Bookmark	Cross Reference	C
8	Crop option can use for cut the unwanted part of graphics.	True	FALSE			C
9	Ctrl + _____ letter is used to bold the text	L	B	O	D	B
10	Ctrl + _____ this is used to underline text	B	U	I	Uline	B
11	Fill Command is provided in _____ Tab	Home	Tools	File	Format	A
12	For example using = Min (B4:B10) formula, we get the smallest number in cell B4 to B 10,	TRUE	FALSE			A
13	Formula is nothing but the instruction regarding the calculations.	TRUE	FALSE			A
14	Formulas must be provided in the Output Cell using Input Cell to use the Goal Seek.	true	false			A
15	Formulas with Absolute refereces always _____	None of these	Refer to same cells, regardless of the location of the formula	Refer to different cells	Produce Zero as the default	B

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
16	If we move frame then_____ also moves	Data	Object	All data	None of these	A
17	If we right click on a text in any slide _____ menu will be open.	File	Quick	Edit	Window	B
18	If we want exactly circle shape Frame then chick on _____ button of tool box	Ellipse Frame Tool	Polygon	Zoom	None of these	A
19	If you ____ a slide it will not be shown in the full screen slide show.	show	close	hide	exit	C
20	If you do not wish to show particular slide in slide show, _____ command can be used	Delete	Hide	Show	None of these	B
21	A _____ is collection of both Hardware and Software.	My Files	Document	Program	Computer System	D
22	A collection of files and sub folders is called as _____	File	Folder	Subfolder	My Files	B
23	A collection of wires that connects several devices is called ____	Printer	Scanner	Keyboard	Switch	D
24	A compressed files take up less space but it takes longer to transmit them.	TRUE	FALSE			B
25	A domain name ending with ".com" is _____	An organization	A commercial site	A government Site	A Educational site	B