

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC ENG 40 - WPM BATCH - 801

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	ALU stands for Arithmetic & Logic Unit	TRUE	FALSE			A
2	ALU works with _____	Calculations	Analysis	Comparison	All of Above	D
3	Android Smartphone is type of _____ Computer.	Super Computer	Micro Computer	Mainframe Computer	Mini Computer	B
4	Anything expect primary memory is called as _____ memory	Secondary	ROM	Volatile	All of Above	A
5	Arithmetic means _____	Addition	Subtraction	Multiplication	All of Above	D
6	For Mathematical Equation Insert Tab-_____option used in Word	Formula	Equation	Symbol	None of these	B
7	For movement of document in MS-Word we can use _____	Scroll Bar	title bar	status bar	None of these	A
8	Formula always start with the_____ sign	(=)	(+)	(\$)	(*)	A
9	Formula Bar is always available in Ms-Word.	True	FALSE			B
10	From Which Tool Bar we can get the Undo Command.	Window	Quick Access Toolbar	Format	File	B
11	If we wish to do some operation group wise on a particular table, then _____ facility of MS-Excel is used.	Merge	Filter	Sort	Subtotals	D
12	If you delete content of cells using delete key then _____	only format is deleted	The content deleted	both get deleted	None of these	B
13	If you press _____ the cell accepts your typing as its contents.	Space Bar	ESC	Enter	Backspace	C
14	If you use the Custom Series Option, you can create a series of data that you want in the series of months or series.	true	false			A

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
15	If _____ Key is pressed the cell pointer moves to the first cell of the current row.	page up	Home	Page down	End	B
16	In Power point photo option is available in Insert Tab images group	TRUE	FALSE			A
17	In Power point, with the help of Insert Tab-Media group command we can insert any movie in a current slide	TRUE	FALSE			A
18	In PowerPoint - Every presentation does not contains at least one slide master.	TRUE	FALSE			B
19	In PowerPoint - You can apply animation effects to text or objects on individual slides	TRUE	FALSE			A
20	In PowerPoint , Every presentation contains at least one slide master.	TRUE	FALSE			A
21	Attachment buttons show _____ icon on it.	M Pin	U pin	N pin	W Pin	B
22	Automated Transactions for the purchase of goods over the internet is called _____	E-learning	E-commerce	E-mail	E-communicati on	B
23	Bar code reader is a _____ device.	Output	Input	Both A & B	None of the options	B
24	Blog is derived from _____ word	web	internet	weblog	None of Above	C
25	Browser is a software program for getting information from the _____	Other computer	World wide web	Clients	None of above	B