

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC APRIL 2026 EXAM BATCH - 403

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	_____ Are characteristics of computer	Speed	Accuracy	Diligence	All Of Above	D
2	_____ Are operating systems.	Windows	Linux	Mac Os	All Of Above	D
3	_____ Is not a characteristic of computer	Speed	Accuracy	Low Storage	Ample Storage	C
4	_____ Is placed at the bottom of screen on desktop.	Wallpaper	Screen Saver	Taskbar	None Of Above	C
5	_____ Is character printer.	Plotter	Laser	Solid	Dot Matrix	D
6	_____ system is use send electronic message.	E-mail	Online service	Voice mail messages	Shared resources	A
7	_____ is acronym for the address webpage.	LOC	IPSA	VRL	URL	D
8	_____ is the protocol, to transfer the data in the form of text	SMTP	HTTP	FTP	PPPT	B
9	_____ is used to search content online.	Social networks	Search engine	Screeners	Routers	B
10	_____ Is used to view deleted E-Mails.	Inbox	Spam	Trash	Outbox	C
11	_____ application software is used for word processing	MS-Word	MS-Excel	MS-Powerpoint	All of these	A
12	_____ view helps to set outline of current document	Page Layout	outline view	normal	web layout	B
13	A file which is open can be closed with the _____ command from the File Menu	menu	close	title	None of these	B
14	A file which is open can be closed with the _____ command	open	delete	close	Esc	C

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
15	A number of letter that appears little below the normal text is called _____	Text	Superscript	Subscript	Supertext	C
16	Data consisting of comparison chart can be presented in _____ slide.	Title only	Title & content	Two content	Comparison	D
17	Data consisting of lists/ bullets can be presented in _____ slide.	Title only	Title & content	Two content	Table	C
18	Data consisting of text and numbers are best represented using _____ slide.	Table slide	Title slide	Comparison slide	None of these	A
19	DB is financial function.	TRUE	FALSE			A
20	Default file name in Excel workbook is	Document1	File1	Book1	None of these	C
21	Default name of presentation is	Document 1	Workbook 1	Presentation1	None of these	C
22	Default Orientation in PowerPoint is	Portrait	Landscape	Horizontal	None of these	B
23	Delete Sheet Command is given in _____ Tab - Cells group.	File	View	Home	Tools	C
24	Delete Sheet Command is given in Home : : : .. Group.	Tab Cells	Editing	Number	Font	A
25	Descending Sorting means : : : : : : . Sorting	A to z	Z to A	Both A & B	None of the above	B