

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC APRIL 2026 EXAM BATCH - 405

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	_____ computers work on bits.	Analog	Digital	Virtual	Rational	B
2	_____ is an application software.	Windows	Linux	Unix	Spreadsheet	D
3	_____ is measured in pixels.	Computer memory	Speed of RAM	Size of CPU	Screen resolution	D
4	_____ is NOT a function of Operating System.	Hardware Management	Memory Management	File Management	Checking error in a program	D
5	_____ is an internal memory.	CD	RAM	DVD	Flash Drive	B
6	0 to 9 numbers are also called as -----	Number keys	Function Keys	Alpha Keys	Insert Keys	A
7	1 tb = _____	100 Mb	100 Gb	1024 Mb	1024 Gb	D
8	1 Byte = ____ Bits	2	4	8	12	C
9	1 gb = _____	1000 Bits	1024 Bits	1024 Mb	1024 Tb	C
10	1 Gigabyte = _____	1000 Kilo Byte	1024 Mega Byte	1024 Tera Byte	1024 Bytes	B
11	After clicking on _____ in document resizing handles are appeared around it	Picture	Paragraph	text	scroll bar	A
12	After Clicking with mouse on top area of column in Table _____ Will get selected.	Row	Column	Cell	Table	B
13	All the letters of selected matter are converted to small cases with _____	Upper case	Lower case	Toggle case	change case	B
14	Alt+ _____ used for to close the active window.	F1	F4	F3	F5	B
15	Alt+P key is used for _____	View tab active	home tab active	Page Layout Tab Active	Data tab Active	C
16	Every Worksheet has vertical and horizontal lines called : : : : : .	Cell	Pixel	Table	Grid	D
17	Excel file Extension XLSX means _____	Microsoft Excel Workbook	Microsoft Excel Template	Web Page	Microsoft Office Workplace	A

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
18	Excel is generally used for data analysis in offices.	TRUE	FALSE			A
19	Excel is not generally used for data analysis in offices.	TRUE	FALSE			B
20	Exit command is used to _____ a presentation.	close	open	create	edit	A
21	Exit command will close all open presentation	TRUE	FALSE			A
22	F1 Function key is used to _____ in PowerPoint	Add slide	start slide show	Display help	delete slide	C
23	F5 function key is used to _____ in PowerPoint	Add slide	start slide show	Delete slide	end slide show	B
24	Fade is a _____ effect in PowerPoint	Background	Action	Animation	Slide	C
25	File name of current sheet is shown on _____	Reference Area	Title Bar	Page	On Cell	B