

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC APRIL 2026 EXAM BATCH - 102

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	= Min (B4:B10) This will give you the smallest number of numbers in the B4 to B10 cell range.	true	false			A
2	= LEN() is used to find the length of the string.	TRUE	FALSE			A
3	= Now() function is used to insert current system time and date in current cell.	TRUE	FALSE			A
4	= Round() Function makes the number given in the bracket _____ to the number up to specific digit.	Maximum	Minimum	Round	None of these	C
5	= Sum (F8:F12) this function sort the values in cells range between F8 to F12.	TRUE	FALSE			B
6	----- means the effects given in Slide, regarding how the Objects appeared during Slide show.	Animation	Slide Show	Slide Transition	ClipArt	A
7	----- Menu is available only in Power Point.	Windows	View	Slide Show	Format	C
8	----- view is used to adjust or arrange the matter in the slide.	Slide	Slide Show	Outline View	Slide Sorter View	C
9	----- view is useful to type matter on slide.	Print Layout	Outline	Normal	None of the above	C
10	----- view used to show slide presentation.	Slide Show	Presentation	File	Template	A
11	"Control" Key is ----- Key.	Enter	Insert	Addition	Combination	D
12	"Line tool" button is in the _____ option of Insert Tab.	Standard	Formatting	Status	Shape	D
13	"PARAM" is the ----- computer	Super	Micro	Mini	Mainframe	A

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
14	"Save As" dialog box is mainly used to save the open file with different name.	true	false			A
15	.Avi is extension of _____ file.	Image	Audio	Audio Video	None of these	C
16	.bmp is ----- file extension.	MS-paint	Photoshop	Coral draw	PageMaker	A
17	.bmp type of file can be created using _____	Notepad	MS-Word	MS-Excel	MS-Paint	D
18	.DOCX is an extension of a file created by using _____	MS-Word version 97 To 2003	MS-Word version 2007 To 2019	image file	Audio File	B
19	.edu .in is example of _____	educational website	Educational website in www	Educational website in India	None of Above	C
20	.edu, .com, .org, .net, .gov are part of standard internet address domain code.	TRUE	FALSE			A
21	.gov .uk is example of _____ website	Government of United Kingdom	Government of India	Government of France	None of Above	A
22	___ Is a blinking straight line where we can type the matter.	Cursor	Bar tab	Insertion Tab	Point	A
23	___ option cancels previous action in msword.	copy	paste	Formatting	undo	D
24	___ command is present in home tab	sort	page number	margin	orientation	A
25	___ is unit of computer memory.	cm	mm	bit	None of these	C