Maharashtra State Council Of Examination , Pune							
OBJECTIVE QUESTION							
FINAL ANSWER KEY GCC - TBC APRIL 2026 EXAM BATCH - '105'							
SrNo	**Question**	**Option_A**	**Option_B**	**Option_C**	**Option_D**	**PROVISIONAL ANSWER KEY**	FINAL ANSWER KEY
1	In MS-Excel Percent style to value in a cell can be applied by using ___ group in home tab.	styles	number	cells	alignment	B	B
2	MS Excel 2019 is powerful_____	spreadsheet package	operating system	programming language	All of these	A	A
3	To _____ the chart in MS-Excel, chart Sheet is used.	formulate	store	modify	print	B	B
4	"LOWER" is a Text function.	TRUE	FALSE			A	A
5	____ Means in built formula basically available in Excel	Programs	Value	Figures	Functions	D	D
6	____ type of printer prints character by character.	Laser	Dot Matrix	Inkjet	Plotter	B	B
7	_____ Button is used to reopen the web page on the Browser	Home	Backward Arrow	Refresh	Forward Arrow	C	C
8	_____ is a program which disturbs data files and command files.	Application program	System program	Virus	Instruction	C	C
9	_____ is shortcut key for refresh webpage.	F3	F4	F5	F6	C	C
10	_____ view is useful to create a slide	Outline	Normal	Print Layout	None of these	B	B
11	_____ View is useful to type matter on slide.	Normal	Print Layout	Outline	None of these	A	A
12	_____ are printed notes of speech, footnote made for speech.	Slide	Speaker's Note	Worksheet	None of these	B	B
13	_____ device can be seen in shops/Malls sale counters	MICR	Bar code reader	Pen drive	Hard Disk	B	B
14	_____ is Power Point file extention.	.docx	.pptx	.mdb	.bmp	B	B
15	_____ is process in which all slides are displayed one after another?	Page Show	Image Show	Slide Show	None of these	C	C
16	_____ Tab in MSWord can be used to change character size and typeface?	View	Tools	Home	Data	C	C
17	_____ apperas ghosted text behind the main body text	Highlighter	Selector	Watermark	Image	C	C
18	_____ device is used to feed data and instructions to the computer	Control	Input	Output	Arithmetical & Logical	B	B
19	_____ disks uses laser technology to store the data.	Optical	Magnetic	Floppy	Hard	A	A
20	_____ facility is used to mark each point in a list with order and unorder list.	List	Bullets and Numbering	Symbols	Numbering	B	B
21	_____ is a small bunch of data stored on our computer by the web site.	Site	Cookies	Email	Computer	B	B
22	_____ is light sensitive input device	Light Mouse	Light Pen	Touch Pen	None of Above	B	B
23	_____ is most commonly used output device	Printer	Monitor	Projector	HDTV	B	B
24	_____ means distance between 'Text Matter' and 'Page margins'.	Indent	Margin	Gap	Gutter	A	A
25	_____ spilts the text in two or more columns	Convert	Columns	Text	Change	B	B