

Maharashtra State Council Of Examination , Pune							
OBJECTIVE QUESTION							
FINAL ANSWER KEY GCC - TBC JULY 2026 EXAM BATCH - '405'							
SrNo	Question	Option_A	Option_B	Option_C	Option_D	PROVISIONAL Answer	FINAL Answer
1	Extension of excel file is _____	.Txt	.Pptx	.Docx	None Of Above	D	D

2	Extension of executable file is _____	.Txt	.Pptx	.Docx	.Exe	D	D

3	Extension of powerpoint file is _____	.Txt	.Pptx	.Docx	.Exe	B	B

4	Extension of text file is _____	.Txt	.Pptx	.Docx	.Exe	A	A

5	Extension of word file is _____	.Txt	.Pptx	.Docx	.Exe	C	C

6	A smallest item of information about a record is _____	Row	Column	Field	None of these	C	C
7	A thick border around the active cell is called _____	Cell pointer	selection	Border	Outline	A	A
8	After clicking on Header and Footer we can edit it.	TRUE	FALSE			A	A
9	After Clicking on Header and Footer we can't edit it.	TRUE	FALSE			B	B
10	After clicking on _____ in document resizing handles are appeared around it	Picture	Paragraph	text	scroll bar	A	A
11	Every Worksheet has vertical and horizontal lines called _____	Cell	Pixel	Table	Grid	D	D
12	Excel file Extension XLSX means _____	Microsoft Excel Workbook	Microsoft Excel Template	Web Page	Microsoft Office Word	A	A
13	Excel is generally used for data analysis in offices.	TRUE	FALSE			A	A
14	Excel is not generally used for data analysis in offices.	TRUE	FALSE			B	B
15	File name of current sheet is shown on _____	Reference Area	Title Bar	Page	On Cell	B	B
16	In PowerPoint default height of the slide is _____ inches.	6	6.5	7	7.5	D	D
17	In PowerPoint default layout of first slide is _____	Title and content	Section Header	Blank	Title Slide	D	D
18	In PowerPoint default layout of slide is _____	Title and content	Section Header	Blank	Title Slide	D	A
19	In PowerPoint default view is _____	Slide Show	Slide Sorter	Normal	Notes Pages	C	C
20	In PowerPoint default width of the slide is _____ inches	8	9	10	11	C	C
21	_____ Is used to view sent E-Mails.	Sent Mails	Spam	Trash	Inbox	A	A
22	_____ connects the current page of Web Site to another specific page of Web Site.	Downloading	Uploading	Hyperlink	Testing	C	C
23	_____ is NOT an image file format.	.BMP	.JPEG	.GIF	.CDR	D	D
24	_____ is NOT an example of antivirus.	Quick Heal	Net Protector	C++	Norton	C	C
25	_____ computers work on bits.	Analog	Digital	Virtual	Rational	B	B