

| Maharashtra State Council Of Examination , Pune         |                                                                                    |                         |                     |                         |                    |                    |              |
|---------------------------------------------------------|------------------------------------------------------------------------------------|-------------------------|---------------------|-------------------------|--------------------|--------------------|--------------|
| OBJECTIVE QUESTION                                      |                                                                                    |                         |                     |                         |                    |                    |              |
| FINAL ANSWER KEY GCC - TBC JULY 2026 EXAM BATCH - '705' |                                                                                    |                         |                     |                         |                    |                    |              |
|                                                         |                                                                                    |                         |                     |                         |                    |                    |              |
| SrNo                                                    | Question                                                                           | Option_A                | Option_B            | Option_C                | Option_D           | PROVISIONAL Answer | FINAL Answer |
| 1                                                       | In Email CC means Courtesy Copy                                                    | TRUE                    | FALSE               |                         |                    | B                  | B            |
| 2                                                       | In Email CC means Courtesy Copy means                                              | Copy case               | Cut copy            | Courtesy Copy           | Cureent copy       | C                  | C            |
| 3                                                       | In email we can attach executable file.                                            | TRUE                    | FALSE               |                         |                    | A                  | A            |
| 4                                                       | In Gmail an inbox is where you can find                                            | deleted mail            | read mail           | new mail                | sent mail          | C                  | C            |
| 5                                                       | In Gmail for writing new mail the option used is -----                             | New mail                | compose             | create                  | Sent mail          | B                  | B            |
| 6                                                       | Drop Caps means_____                                                               | Small Caps              | Title case          | All Caps                | None of these      | D                  | D            |
| 7                                                       | Drop Caps Option shown in _____ Tab.                                               | Home                    | Insert              | Page Layout             | View               | B                  | B            |
| 8                                                       | Drops caps are used in document for _____                                          | drop all capital letter | drop all paragraph  | ke first initial letter | None of these      | C                  | C            |
| 9                                                       | Due to ----- option, the width of a column is adjust with the width of the matter. | Auto Format             | Auto Text           | Auto Cut                | AutoFit            | D                  | D            |
| 10                                                      | Exit option is given in File Menu.                                                 | TRUE                    | FALSE               |                         |                    | A                  | A            |
| 11                                                      | In MS Excel 2019 , Workbook is a set of ?                                          | worksheets              | text files          | images                  | documents          | A                  | A            |
| 12                                                      | In MS Excel 2019 ,set of worksheets is called as                                   | Work area               | workplace           | workbook                | workspace          | C                  | C            |
| 13                                                      | In MS Excel 2019 How many default worksheets are found?                            | 2                       | 3                   | 4                       | 5                  | B                  | #            |
| 14                                                      | In MS Excel 2019 how many types of sorting orientations you find ?                 | by one : top to bottom  | to bottom and left  | bottom, left to right   | None of these      | B                  | B            |
| 15                                                      | In MS Excel 2019 the active cell is indicated by_____                              | dotted border           | red color           | blinking border         | a dark wide border | D                  | D            |
| 16                                                      | In the _____ pane we can get the current slide in larger size.                     | Notes                   | Slide               | Handouts                | Zoom               | B                  | B            |
| 17                                                      | In 'Title slide' the default font size of 'Title placeholder' is_____              | 40                      | 44                  | 48                      | 24                 | B                  | B            |
| 18                                                      | In which tab will you find Word Art in PowerPoint?                                 | Format                  | Design              | Home                    | Insert             | D                  | D            |
| 19                                                      | In which view you can see notes regarding to slide?                                | Note Page               | Slide               | View                    | Slide sorter       | A                  | A            |
| 20                                                      | It is not possible to insert chart in Presentation                                 | true                    | false               |                         |                    | B                  | B            |
| 21                                                      | Buying and Selling on internet is known as -----                                   | E-business              | E-commerce          | E-buzz                  | E-learning         | B                  | B            |
| 22                                                      | By using E-Mail server you can _____                                               | Download Song           | Send a mail         | Play games              | None of above      | B                  | B            |
| 23                                                      | By using what the client PCs can communicate with each other within the network?   | Client                  | Webpage             | Client                  | Server             | D                  | D            |
| 24                                                      | C++ is a _____                                                                     | Program                 | rogramming Language | Operating system        | compiler           | B                  | B            |
| 25                                                      | Calculations are performed by_____                                                 | Memory Unit             | Monitor             | ALU                     | Keyboard           | C                  | C            |
|                                                         |                                                                                    |                         |                     |                         |                    |                    |              |
|                                                         |                                                                                    |                         |                     |                         |                    |                    |              |
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