

MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE OBJECTIVE QUESTION  
FINAL ANSWER KEY GCC - TBC JULY 2026 EXAM BATCH - 203

| Sr.No | Question                                                                                    | Option A               | Option B                | Option C                  | Option D               | Provisional Ans. | FINAL Ans. |
|-------|---------------------------------------------------------------------------------------------|------------------------|-------------------------|---------------------------|------------------------|------------------|------------|
| 1     | Audio / Sound data can be input through ..... device.                                       | Mouse                  | Microphone              | Hard Disk                 | Microprocesso r        | B                | B          |
| 2     | Maximum data storing capacity of DVD is .....                                               | 4.7 GB                 | 10 GB                   | 1 GB                      | 700 MB                 | A                | A          |
| 3     | Internet can be used for online Shopping.                                                   | TRUE                   | FALSE                   |                           |                        | A                | A          |
| 4     | Input and Output device perform same task.                                                  | TRUE                   | FALSE                   |                           |                        | B                | B          |
| 5     | File storage on ..... cannot be erased or modified.                                         | CD-RW                  | DVD-RW                  | DVD-ROM                   | None of these          | C                | C          |
| 6     | Callouts buttons are in the .....<br>Option of Insert Tab.                                  | Standard               | Formatting              | Status                    | Shapes                 | D                | D          |
| 7     | After clicking with mouse on top area of column in table, Will get selected.                | Cell                   | Column                  | Table                     | Row                    | B                | B          |
| 8     | For Mail merge database list is to be inserted                                              | TRUE                   | FALSE                   |                           |                        | A                | A          |
| 9     | We insert bookmark in ms-word                                                               | TRUE                   | FALSE                   |                           |                        | A                | A          |
| 10    | ..... from this button we can open and save file                                            | Main                   | File                    | Formula                   | View                   | B                | B          |
| 11    | Which option is used to see data in rows based on the specific condition in MS Excel 2010 ? | filter                 | sort                    | sieve                     | forms                  | A                | A          |
| 12    | Which keyboard shortcut is used to check spellings in MS Excel 2010?                        | F2                     | F8                      | F9                        | F7                     | D                | D          |
| 13    | Which options are available under border in font group of home tab?                         | No Border              | All Border              | Outside Border            | All of these           | D                | D          |
| 14    | SmartArt Insert From .....                                                                  | Insert=>Illust rations | Insert=>View =>SmartArt | Insert=>Symb ol=>SmartArt | Insert=>Page=>SmartArt | A                | A          |
| 15    | We can change header and footer by .....                                                    | Insert Tab             | Home Tab                | View Tab                  | Data Tab               | A                | A          |
| 16    | In PowerPoint, to add sound in the slide ..... option is used.                              | Transition-pr eview    | Transition-Timing       | Transition -sound         | None of these          | C                | C          |
| 17    | In PowerPoint, Which option is used to add chart?                                           | Insert- charts         | Insert-text             | Insert-illustrati on      | Insert-Images          | C                | C          |
| 18    | Exiting and ..... in PowerPoint are same                                                    | Alt + F2               | Ctrl + F4               | Alt + F4                  | Shift + F4             | C                | C          |
| 19    | To save presentation with different name ..... command is used                              | Save                   | Save As                 | Save Different            | None of these          | B                | B          |
| 20    | In PowerPoint, arc is drawn by using .....                                                  | Home tab-styles option | Home tab-View option    | Home tab- Drawing option  | None of these          | C                | C          |
| 21    | You can create more than one E-Mail account with same E-Mail id.                            | TRUE                   | FALSE                   |                           |                        | B                | B          |
| 22    | .....Folder shows the sent Emails from Email account.                                       | Inbox                  | Outbox                  | Sent Mail                 | Trash                  | C                | C          |
| 23    | .....can effect the boot sector of the computer.                                            | Boot sector Virus      | File Virus              | Antivirus                 | Memory                 | A                | A          |
| 24    | .....is a set of program to detect virus in an Antivirus Program.                           | DVD                    | Virus Scan              | CD                        | Hard Disk              | B                | B          |
| 25    | ..... Is required To use Internet on computer                                               | Web Server             | Web Site                | Electrical Connection     | None of these          | D                | D          |