

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC JULY 2026 EXAM BATCH - 305

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	Ctrl + P is used for _____	Open a File	Copy a file	Print a file	New File	C
2	Ctrl + v = _____	Cut selected items	Copy selected items	Paste Copied or Cut items	Undo an action	C
3	CU Means Control Unit.	TRUE	FALSE			A
4	Data is converted into information by _____	Data	HDD	FDD	Micro Processor	D
5	Data remains stores in _____ even after power supply of computer is OFF.	RAM	Flash RAM	ROM	Cache	C
6	____Following option is not available in insert-picture.	Chart	Graph	Clipart	word art	B
7	____indicates two lines of spacing in between two lines of text	1	2.5	2	3	C
8	:.. Is a Paragraph Format in which the first line of the paragraph is started from outer side than other lines of paragraph.	Left Indent	Right Indent	Hanging Indent	First Line Indent	C
9	:...command facility is used to correct the common spelling mistakes.	Auto Text	Auto Correct	Auto Format	None	B
10	:.Dialog box is displayed after clicking on save command in File menu when we try to save document first time	Print	Open	Save as	Font	C
11	Cell address contains column label and row number in MS Excel 2019	TRUE	FALSE			A
12	Cell Address/Cell Reference is the combination of _____	Column Label and Row Number.	Row and column	column Label	Row Number	A
13	Cell addresses used in Formula are called as _____	Formulas	Cell Reference	Parameters	Functionlist	B
14	Cell in MS Excel 2019 is a _____	intersection of only rows	intersection of only columns	intersection of rows and columns	None of these	C

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15	CELL is a information function	TRUE	FALSE			A
16	In _____ view at a time only one slide is shown.	Normal	Reading	Outline	Notes	A
17	In _____ view sequence of slides can be changed.	Reading	Normal	Slide sorter	Outline	C
18	In _____ we can do Rehearsal of the time required for each slide.	Set Up Show	Rehearse Timings	Slide Transition	Custom Animation	B
19	In a PowerPoint presentation____	Sound clips can be inserted but not movie clips	Movie clips can be inserted but not sound clips	Both cannot be inserted	Both can be inserted	D
20	In a slide selected text matter can be given a different color using ____ command from Home Tab.	Font Size	Font Color	Font style	None of these	B
21	_____ is NOT an example of Operating system	Windows 10	DOS	Unix	Norton	D
22	_____ Is the biggest Network in the world.	LAN	MAN	WAN	Internet	D
23	_____ is the most common internet protocol.	HTML	TCP/IP	IPX/SPX	NetBEUL	B
24	_____ is Web Browser software	Internet Explorer	MS Word	MS Excel	MS PowerPoint	A
25	_____ shortcut key is used to see all the list of Internet Addresses.	F1	F2	F4	F6	C