

MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC JULY 2026 EXAM BATCH - 501

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	F1 - f12 keys are called : : : : .	Formula Keys	Shortcut Keys	Function Keys	None Of Above	C
2	F12 Key of Keyboard is called _____ key.	Normal	Function Key	Text	Control	B
3	Facility available on the internet is_____	Email	Notepad	Text editor	None of these	A
4	FDD stands for ____	Floppy Disk Drive	Fresh Disk Drive	Floppy Drive Disk	None of above	A
5	Fifth generation of computer introduced _____	Vaccum Tube	Transistors	Artificial Intelligence	Microprocesso rs	C
6	After Clicking with mouse on top area of column in Table _____ Will get selected.	Row	Column	Cell	Table	B
7	All the letters of selected matter are converted to small cases with____	Upper case	Lower case	Toggle case	change case	B
8	Alt+____ used for to close the active window.	F1	F4	F3	F5	B
9	Alt+P key is used for____	View tab active	home tab active	Page Layout Tab Active	Data tab Active	C
10	Any information that gets from page bottom is called____	End note	Foot note	Header	footer	B
11	Fill Command is provided in _____ Tab	Home	Tools	File	Format	A
12	For Normal Arial Font, Row height is ____ points by default	10	11	15	14	C
13	Formula can be use for _____ In Excel.	Mathematical Calculations	Addition	Subtractions	Multiplications	A
14	Formula means instruction to perform _____	Addition	Substruction	Multiplication	Calculation	D
15	Function always starts with _____ Symbol.	*	?	!	=	D

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16	In PowerPoint design of the text can be changed by applying _____ command.	Underline	Bold	Font	Font size	C
17	In PowerPoint different views is inside _____ group in View tab	Alignment	Font	Presentation Views	Page setup	C
18	In PowerPoint following are the Entrance animation effects -	Random bars	Grow & Turn	Bounce	All of these	D
19	In PowerPoint font color is inside _____ group in home tab	Timing	Font	Presentation Views	Page setup	B
20	In PowerPoint font face is inside _____ group in home tab	Timing	Font	Presentation Views	Page setup	B
21	_____ is an application software.	Windows	Linux	Unix	Spreadsheet	D
22	_____ is measured in pixels.	Computer memory	Speed of RAM	Size of CPU	Screen resolution	D
23	_____ is NOT a function of Operating System.	Hardware Management	Memory Management	File Management	Checking error in a program	D
24	_____ is an internal memory.	CD	RAM	DVD	Flash Drive	B
25	_____ files can not be edited.	PDF	MS-Word	MS-Excel	MS-PowerPoint	A