

MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC JULY 2026 EXAM BATCH - 603

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	Handheld devices are also called as _____	Laptop	Desktop	PDA	None of these	C
2	Handheld PC and Smartphone are different.	TRUE	FALSE			B
3	Hard copy is output of _____	Monitor	Printer	Scanner	None Of Above	B
4	Hard disk can have multiple heads to read and write data.	TRUE	FALSE			A
5	Hard Disk have various platters (disks) instead of one.	TRUE	FALSE			A
6	Ctrl + X _____	Cut	Home	Copy	Paste	A
7	Ctrl + Y _____	Undo the last action	Redo the last action	add a new page	Paste	B
8	Ctrl + Z _____	Undo the last action	Redo the last action	add a new page	Paste	A
9	Ctrl+___ is used for Left Align	A	L	C	D	B
10	ctrl+___ is used for to cut the selection	Y	X	Z	B	B
11	In a Worksheet, Actual Data is entered in _____	Column	Row	Line	Cell	D
12	In Excel Short Cut key for Redo is _____	Ctrl + Y	Ctrl+ Z	Ctrl + S	Ctrl + X	A
13	In Excel _____ Is present by Default	Border	Gridline	Graph	Filter	B
14	In Excel _____ Means instruction to perform calculations.	Text	Formula	Number	Cell Reference	B
15	In Excel _____ Is not type of View.	Normal	Page Layout	Print Layout	Custom	C
16	In PowerPoint Smart Art can be inserted from _____ Tab.	Illustrations	Links	Text	Images	A

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17	In PowerPoint Smart Art can be inserted from Insert Tab ----- Group.	Illustrations	Links	Text	Images	A
18	In PowerPoint Spelling checker is available under -----ribbon.	Review	Design	Slide Show	Transitions	A
19	In PowerPoint the arrangement of elements such as title and subtitle, comparison, two content etc. is known as_____	Layout	Animation	Transition	None of These	A
20	In PowerPoint the bar on which the name of Program and Presentation is given is called as -----	Status Bar	Ribbon	Quick Access Toolbar	Title bar	D
21	A file having .JPG extension represents : : : : : : : :..file.	Audio	Portable Document Format	Video	Image	D
22	A file having .MPEG extension represents Text file.	TRUE	FALSE			B
23	A file having .PDF extension represents : : : : : : : :..file.	Portable Document Format	Portable Directory Format	Text	Image	A
24	A letter of memo sent to a person or group on the internet____	Gmail	Hotmail	Yahoo mail	All of above	D
25	A program used to access the internet is known as : : : :..	Web site	Search Engine	Browser	Word Processor	C