

MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC JULY 2026 EXAM BATCH - 704

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	In email address "gcc@gmail.com" .com is	username	domain name	Domain Address	domain code	D
2	In email address "gcc@gmail.com" gmail is	username	domain name	Domain Address	domain code	B
3	In Email an attachment can be	Documents	Audio files	Video files	All of these	D
4	In email attachment can be _____	audio files	video files	pdf files	All of these	D
5	In Email BCC means	Black copy case	Black carbon copy	Blind carbon copy	None of these	C
6	Different types of Underlines are available in Font Group of home tab.	TRUE	FALSE			A
7	Document can be saved more often than every 10 minutes by configuringoption	autosave	save	undo	delete	A
8	Document can be saved more often than every 10 minutes by configuring autosave option	TRUE	FALSE			A
9	Drop Cap mean _____	Small Caps	Title case	All Caps	None of these	D
10	Drop Caps are used in document for _____	To Drop all Capital letter	To Drop all paragraph	to make first initial letter large	None of these	C
11	In MS Excel 2019 What is default extension of workbook?	.xll	.slx	.slxx	.xlsx	D
12	In MS Excel 2019 what is keyboard shortcut to close file?	Ctrl+f4	alt+m	shift+f	alt+f	A
13	In MS Excel 2019 what is keyboard shortcut to open file menu ?	Ctrl+ f	Alt + F	Ctrl+ m	Ctrl+ n	B
14	In MS Excel 2019 what is keyboard shortcut to print a worksheet?	Ctrl+shift+p	alt+p	shift+p	Ctrl+p	D

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
15	In MS Excel 2019 Which function returns the largest value from the set of values?	large()	largest()	bigger()	max()	D
16	In PowerPoint, the options available in View Tab - Show Group are -	Ruler	Guidelines	Guides	All of these	D
17	In PowerPoint's from Status bar we can get _____	current slide no	current slide theme	View buttons	All of these	D
18	In slide show which command is not available	Custom Show	Hide Slide	Set up Show	Background	D
19	In slide show which menu of the command is not available	Background	Custom Show	Hide slide	Set up show	A
20	In slide sorter view we can change the _____ of the slide	Sequence	Area	Font	Size	A
21	Boot virus disturbs _____ of the disk.	.com file	.exe file	boot sectors	None of these	C
22	Both the POP and IMAP are used to retrieve Email.	TRUE	FALSE			A
23	BPS stands for ____	Bit Per Second	Bit Per Schedule	Bit Per Sentence	None of these	A
24	Browser is a software program for getting information from the _____	World wide web	Other computer	Clients	None of above	A
25	Browser is a software program for getting information from the WWW.	TRUE	FALSE			A