

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC JULY 2026 EXAM BATCH - 103

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	_____ can be used to make text more attractive.	font	size	color	All of these	D
2	_____ works for Modulation and Demodulation.	Router	Modem	Bridge	Hub	B
3	_____ device is used to draw diagrams, lines, circles etc.	Plotter	Biometric	Mouse	ALL OF ABOVE	C
4	_____ is a type of Social Networking service for specific subject.	Social Master Service	Social Navigation Social Network Service	Socializing Social Network Service	Server Service	B
5	_____ acts as a wall in between our computer and Internet.	Network	Server	Client	Firewall	D
6	_____ option copies the selected text in MS Word 2019	paste	selected	copy	format	C
7	_____ space means there is the spacing of only one line which is by default.	2.5	1.5	2	1	D
8	_____ group of insert ribbon you can create Smart Art Graphics.	Illustrations	Pages	Link	Table	A
9	_____ option is used to select the whole word in document.	double click on that word	single click on that word	double click on page border	right click on that word	A
10	_____ shows print preview in MS Word 2019	insert tab	design tab	review tab	file menu	D
11	= Upper() function is used to convert the provided text into -----	Small	Capital	Small Caps	Title only	B
12	=LEN() is used to find the length of the string.	TRUE	FALSE			A
13	=round() function rounds off the given number upto a specific digit limit.	TRUE	FALSE			A
14	A Collection of worksheets is known as -----	Workbook	Worknote-book	Work document	Chart Book	A

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15	A Column letter of the grid, also called as....., identified each column.	Column Heading	Column Reference	Name reference	Cell reference	A
16	----- view used to show slide presentation.	Slide Show	Presentation	File	Template	A
17	"Auto flow" command is available in _____ menu bar	Layout	File	Edit	Type	D
18	"Select all" command is available in _____ menu	Layout	File	Edit	Type	C
19	 is used to create best presentation.	MS Word	Excel worksheet	Notepad	PowerPoint	D
20	 are printed notes of speech, footnote made for speech.	Slide	Speaker's Note	Worksheet	None of these	B
21	Destructive programs attached to spam email are called _____	Viruses	Drafts	Spams	Trash	A
22	Different formats of files are identified by their _____	text	sound	extension	data	C
23	Download means to copy a file from _____	Server to server	Your computer to Server	Server to your computer	All of above	C
24	Download means to copy a file from your computer to another computer	TRUE	FALSE			B
25	Due to _____ our computer can get slow or hang frequently.	Virus	Software	Hardware	None of the options	A