

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	Computer data storage requires huge physical storage space.	TRUE	FALSE			B
2	Computer icon can be deleted.	TRUE	FALSE			A
3	Computer system board can also be called as _____	Motherboard	Base Board	Magnetic Board	Chart Board	A
4	Computer understand instructions given by Output Device.	TRUE	FALSE			B
5	Computer used on individual counter which does not have CPU is called as _____	Laptop PC	ThinClient	Notebook PC	None of these	B
6	_____is used for Center Alignment in word in MS Word 2019 .	ctrl + b	ctrl + c	ctrl + d	ctrl + e	D
7	_____view helps to set outline of current document	Page Layout	outline view	normal	web layout	B
8	_____can be used to set margins and indents in Document	Ruler	Staus area	status bar	tool bar	A
9	_____option of table is used to arrange data in ascending order.	sort	merge	add	None of these	A
10	_____shortcut key is used for cut the text in MS Word 2019	ctrl + x	ctrl + t	ctrl + c	ctrl + u	A
11	How many maximum worksheets can be inserted in a single workbook in MS Excel 2019 ?	265	256	250	255	D
12	How to calculate average value?	=sum()	=Max()	=IF()	=Average()	D
13	How to select single complete column in MS Excel 2019 ?	ctrl + a	ctrl + c	Alt + c	Click on column header	D

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
14	If any condition given to AND function is False, then AND function returns _____	True	False			B
15	IF Functions is used no. of times in MS-Excel is called as _____ functions	Combined if	Nested If	Joint if	Add if	B
16	By pressing escape key we can _____ the running slide show.	Close	start	stop	None of these	C
17	By pressing escape key we can stop the running _____	file	slide show	sheet	window	B
18	By right clicking on Text matter _____ menu will be open	File	Quick	Edit	Window	B
19	By this tool we got the Elliptical Frame in a Power Point	polygon tool	Elliptical Frame	Ellipse Tool	None of these	B
20	Changes made in _____ applied to all slides.	First slide	Slide Master	Main slide	Last Slide	B
21	In Windows10, Task bar is generally placed at the _____ Of the screen.	Left side	Right Side	Upper Side	Bottom	D
22	in Windows10, different file formats are identified by their _____	size	position	location	extension	D
23	Inbox, Sent Item, Draft, Trash etc. are the option of _____ system.	Email	WWW	URL	None of above	A
24	Input to a computer can be given with _____	Keyboard	Monitor	VDU	CPU	A
25	Internet Explorer is _____ type of software.	Word Processor	Spreadsheet	Web Browser	Presentation Maker	C