

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC JULY 2026 EXAM BATCH - 601

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	Data stored in RAM is deleted immediately when computer is turned off.	TRUE	FALSE			A
2	Deleted emails can be viewed through_____.	Inbox	Outbox	Sent mail	Trash	D
3	Deleted files are transferred to _____	Dumps	Spams	Recycle Bin	Drafts	C
4	Digital versatile disk means _____	DVD	DVB	DVR	DOD	A
5	DNS is acronym of _____	Domain name service	Domain name system	Domain Naming system	Detailed name system	B
6	By default, on which page the header or the footer is printed?	Next Page	Previous Page	Odd Page	Even Page	C
7	By using Font Dialog Box - Advanced Tab we can set the following options?	Scale	Spacing	Position	All of these	D
8	By using _____ Combination Key we can Undo any mistakes.	Ctrl + A	Shift + A	Ctrl + Z	Shift + Z	C
9	By using _____ we can change the appearance of document.	Screening	Proffing	Printing	Fomattting	D
10	By using _____ indent command you can set starting of first line of paragraph is to be made by leaving some space from starting of other lines in paragraph.	First Line	Default	Left	Right	A
11	In _____ type of conditional formatting, every cell having numeric value gets a horizontal color bar.	Highlight Cells rules	Top/Bottom rules	Color Scales	Styles Group	C
12	In _____ filter, we get different filter conditions in a drop down list.	Custom Filter	Auto Filter	Compound Filter	Merge Filter	B

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
13	In a worksheet in cell in 'C' column and 7th row is referred '7C'	True	FALSE			B
14	In a worksheet, selected single cell is called as active cell.	TRUE	FALSE			A
15	In Auto filter, we get different filter conditions in a _____	Box	Textarea	Drop Down List	Radio Button	C
16	For changing layout of slide select Home=>_____ group=> Layout option.	Slide	Font	Number	Styles	A
17	For running slide show we can use the shortcut key	F4	F6	F5	F7	C
18	From which bar you can access Picture, Text Box, Chart etc?	File	Review	Insert	View	C
19	Guides command is chosen in the Tab to display Guides	View	File	Slide Show	Window	A
20	Handout Master views in _____	Master Views	Drawing View	Formatting View	Standard View	A
21	It is not possible to _____ Email from Trash.	Recover	Delete	A & B both	None of above	C
22	It is possible to add signature in email	true	false			A
23	It is possible to post and comment using facebook	true	false			A
24	It is possible to recover emails deleted from _____	Trash	Inbox	Outbox	Search Engine	A
25	It is possible to recover emails deleted from trash.	True	False			B