

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC JULY 2026 EXAM BATCH - 701

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	Files can be permanently deleted using _____ + Delete key	Shift	Ctrl	Alt	None of above	A
2	Flash drive and ROM are same	TRUE	FALSE			B
3	Flash drive has _____ port.	Ps/2	Lan	Usb	None of these	C
4	Flash drives are also known as _____	Pen Drives	CDs	Floppy Disks	Hard Disks	A
5	Flash memory capacity is usually from 2 GB to _____ GB	4	8	16	64	D
6	Different types of Underlines are available in _____ Group of Home Tab.	Print	Font	Save as	Mail merge	B
7	Don't Hyphenate is used to avoid the automatic hyphenation.	True	False			A
8	Draw a line through the middle of the selected text is called strikethrough.	TRUE	FALSE			A
9	Drop Cap means	Small Caps	Title Case	All Caps	None of these	D
10	Due to _____ Option Columns width is adjusted due to its content in the table.	Autofit	AutoFormat	AutoText	AutoCut	A
11	In Lookup Function, parameter 1 stands as False.	True	False			B
12	In Lookup functions _____ is a single value to be searched in the first row or column of table array.	Table value	Lookup Value	Range Value	true Value	B
13	In Match function of MS-Excel, _____ is the cell range in which we want to find the position of the given lookup value.	Lookup value	Lookup Vector	Lookup Cell	Lookup Range	D

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14	In MS- Excel _____ option of Advanced Filter dialog box is used to output only one record among all duplicate records satisfying a condition.	action	List Range	Copy To	Unique Records Only	D
15	In MS Excel 2019 what is keyboard shortcut to open file menu ?	Ctrl+ f	Alt + F	Ctrl+ m	Ctrl+ n	B
16	In _____ we can do Rehearsal of the time required for each slide.	Set up show	Slide Transition	Rehearse Timings	Custom Animation	C
17	In _____ view sequence of matter can be changed by selecting the slide.	Outline	Normal	Notes Page	Slide sorter	A
18	In _____ we can see all the slides in the presentation file in thumbnail view.	Proofing	Review	Notes page	Slide Sorter	D
19	In _____ view we can see only one slide at a time and can edit the same.	Slide Sorter View	Normal	Outline	Slide Show	B
20	In _____ we can do Rehearsal of the time required for each slide.	Set Up Show	Rehearse Timings	Slide Transition	Custom Animation	B
21	Now a days _____ device is mostly used to transfer data from one computer to another	RAM	ROM	Floppy	Pen Drives	D
22	Now a days _____ monitors are used for PC.	Virtual	LCD	Plotter	All of these	B
23	olx, quickr, amazon is example of _____	E-Drive	E-Mail	E-Commerce	None of Above	C
24	On 14 August, 1995 the organization VSNL made the internet available for Indian people.	TRUE	FALSE			A
25	One of the way to prevent virus is _____	Hardware	Anti-Virus	Voice Input	Light Pen	B