

MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC JULY 2026 EXAM BATCH - 201

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	Ctrl + A means =	Select all	Print All	Copy All	Paste All	A
2	Computer data storage requires huge physical storage space.	TRUE	FALSE			B
3	Following are symptoms of Virus	Damage of Data	Application Damage	Abnormal Message	All of these	D
4	The Long form of E commerce is Email Commerce.	TRUE	FALSE			B
5	In one TAB distance.	1 Inch	1.5 Inch	0.5 Inch	0.5 CM	C
6	 option is used to delete the rows and columns	Table	Delete	Backspace	Remove	B
7	 using this you can combine the different shapes in to one shape	Insert	View	Group	Home Tab	C
8	Due toOption Columns width is adjusted due to its content in the table.	Autofit	AutoFormat	AutoText	AutoCut	A
9	Save as option available in	Home	File	View	Review	B
10	Spelling and grammer checkers are commonly found as a part of a word processor.	TRUE	FALSE			A
11	WithFunction Current System Time gets Inserted in Current Cell.	Clock()	Current Time()	Time()	Now()	D
12	Cell Address/Cell Reference is the combination of Column Label and Row Number	TRUE	FALSE			A
13	Top 10 Items option is available under option of conditional formatting.	Top/Bottom rules	Color Scales	Data Bars	Highlight Cells Rules	A

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
14	 means such column of table in which Lookup value is to be searched.	Lookup value	Lookup Cell	LookUp Vector Column	Lookup Range	C
15	Using which tab the new comment insertion can be done in MS Excel 2010 ?	data	view	review	home	C
16	 is size of on screen show.	4 : 3	16 : 9	16 : 10	All of these	D
17	In PageMaker tool is used for rotating objects.	Pointer	Text	Rotation	Crop	C
18	In PageMaker, to apply numbers to text option can be used.	Decrease Font	Bullets and numbering	Increase Font	None of these	B
19	In PowerPoint, we can insert our own recorded voice	TRUE	FALSE			A
20	In general when the zoom is it is similar to the Print size of the slide.	75 percent	125 percent	100 percent	200 percent	C
21	The given to computer is processed	Virus	Output	Input	Paper	C
22	Through we can add the information about sender at the end of E-Mail.	Subject	Reference	Salutation	Signature	D
23	Forwarding Email means sending	Received email	Delete email	Composed Email	None of these	A
24	It is not possible to recover emails deleted from trash.	TRUE	FALSE			B
25	To search any file or folder we can use option in the start button menu	Documents	Programs	Search Programs & Files	Shut Down	C