

**MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE**  
**OBJECTIVE QUESTION**  
**PROVISIONAL ANSWER KEY GCC - TBC JANUARY 2026 EXAM BATCH - 105**

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	WWW stands for _____	World Wise Web	World wise work	World Wide Web	World wide Work	C
2	"Alt" Key is _____ Key.	Combination	Insert	Addition	Change	A
3	"Control" Key is _____ Key.	Enter	Insert	Addition	Combination	D
4	"PARAM" is the ----- computer	Super	Micro	Mini	Mainframe	A
5	"UNICODE" is types of -----	Application	Program	Font	File	C
6	... : : : : : .. Means distance between Text Matter and Page Margins.	Indent	Margin	Gap	Gutter	A
7	... : : : : : : : can be used to set margins and indents in Document	Status Area	Ruler	Status Bar	Toolbar	B
8	... : : : : : : : is not a font style.	Bold	Italics	Regular	Superscript	D
9	... : : : : : : : is the short cut key to open Font dialog box.	Ctrl + F	Alt + Ctrl + F	Ctrl + D	Ctrl + Shift + D	C
10	... : : : : : : : : Is a blinking straight line where we can type the matter.	Insertion Pointer	Bar Tab	Insertion Tab	Point	A
11	... Option is available only in MS-Excel Window.	Status Bar	Title Bar	Menu Bar	Formula Bar	D
12	... Means instruction to perform calculations	Text	Formula	Number	Cell Reference	B
13	... data type cannot be used as a data a cell.	Text	Formula	Tree	Number	C
14	... Bar is given at the topmost side of 'opening Screen' in Excel	Status	Title	Access	Tool	B
15	... means set of different formatting effects.	Style	Font Size	Font Group	Font	A
16	..... various Transitions available in MS - PowerPoint.	Shred	Switch	Flip	All of Above	D

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
17	..... View is used to adjust or arrange the matter in the slide.	Slide	Slide show	Outline	Slide Sorter	C
18	..... view is useful to create a slide	Outline	Normal	Print Layout	None of Above	B
19	.....Menu is available only in PowerPoint.	Window	View	Slide Show	Format	C
20	.ppt extension is for _____ software files.	Ms Excel	Ms PowerPoint	Ms Presenter	Ms Word	B
21	___ Is the by default Web browser of Microsoft Company	Internet Explorer	Netscape Navigator	Mozilla Firfox	Google Chrome	A
22	___ Is the machine that makes www documents available.	Server	Printer	Monitor	Mouse	A
23	___ shortcut key is used for refresh in Internet Explorer	F1	F12	F3	F5	D
24	___ Folder shows the received Emails of Email account.	Inbox	Outbox	Sent Mail	Trash	A
25	___ is an example of Application Software.	Interpreter	Operating System	Compiler	Browser	D