

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC JANUARY 2026 EXAM BATCH - 301

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	_____ Are not display devices.	Projector	Hdtv	Plotter	None Of Above	C
2	_____ are not names of Antivirus program.	Norton	Quick Heal	Net Protector	MS-Word	D
3	_____ Are types of micro computers.	Desktop	Laptop	Handheld	All Of Above	D
4	_____ are types of mouse	Mechanical	Optical	Wireless	All of these	D
5	_____ device is specially used to play games on computer	Mouse	Joystick	Keyboard	None of above	B
6	_____ of the following is not a type of page margin?	Right	Center	Left	Top	B
7	_____ option is used to create document like newspaper format.	Bullets and Numbering	Tables	Columns	Tab stops	C
8	_____ option is used to select the whole word in document.	double click on that word	single click on that word	double click on page border	right click on that word	A
9	_____ shows print preview in MS Word 2019	insert tab	design tab	review tab	file menu	D
10	_____ is not a font face.	Bold	Arial	Calibri	Times New Roman	A
11	_____ Means in built formula basically available in Excel	Programs	Value	Figures	Functions	D
12	_____ is used to cancel the changes in MS-Excel	ESC	delete	next	None of these	A
13	15 points is the default height of _____	Column	worksheet	row	cell	C
14	A bar displays content and formula in active cell is called ---- bar	Status	Formula	Address	Title	B
15	A bar which is displayed at the right side of the name box is called as _____ in MS Excel 2019 .	name bar	address bar	formula bar	no such bar is displayed in MS Excel 2019 .	C
16	_____ view is not available in PowerPoint	Normal	Notes Page	Draft	None of these	C

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17	_____ means the effects given in slide, regarding how the objects appeared during slide show.	Animation	Transition	Word art	clipart	A
18	_____ option is used to see slide show at some particular time pause.	Time	Rehearse Time	Automatic	Watch	B
19	_____ can be created using PowerPoint.	Document	Database	Handouts	Picture	C
20	_____ view is available in PowerPoint	Slide Mater	Handout Mater	Notes Master	All of these	D
21	_____ Means contains some commercial information.	gov	net	edu	com	D
22	_____ means contains some education information.	edu	com	gov	net	A
23	_____ means government Web Site.	edu	net	gov	com	C
24	_____ shortcut key is used for refresh in Internet Explorer.	F1	F5	F12	F3	B
25	_____ Shows a location address on the Browser.	Server	Postal Address	E-Mail Address	Address Bar	D