

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC JANUARY 2026 EXAM BATCH - 302

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	_____ is called photoelectric scanners.	Pen Scanner	Bar code reader	Portable Scanner	Flatbed scanner	B
2	_____ is interconnected network.	printer	Internet	Web site	Home page	B
3	_____ is not output device	Monitor	Pen Drive	Printer	Plotter	B
4	_____ is output device	Monitor	Printer	Plotter	All Of Above	D
5	_____ is permanent memory	Ram	Rom	Cache	None Of Above	B
6	_____ is the shortcut key to "Center Align".	Ctrl + G	Ctrl + C	Ctrl + E	Ctrl + H	C
7	_____ Line spacing means between two lines there is the spacing of only one line.	1.0 (Single)	1.5	2.0 (Double)	4	A
8	_____ shortcut key is used to spell check in MS-Word	F1	F2	F7	F8	C
9	_____ Tab we can do page setting in MS-Word	Page Layout	Print Layout	A4	Home	A
10	_____ is containing of Rows and columns.	Table	Border	Text Box	Rectangle	A
11	A dark coloured strip showing the title at the top of Ms- Excel window is called as : : : ..	Status Bar	Title Bar	Scroll Bar	None of the above	B
12	A formula in Excel always has to start with (fx).	TRUE	FALSE			B
13	A single worksheet has _____ columns	16000	16384	17000	17384	B
14	A single worksheet has _____ rows	10,48,576	11,00,000	12,00,000	None of these	A
15	A Workbook may contain many _____	Worksheet	Column	Row	Pages	A
16	_____ can be recorded in PowerPoint	Video	Audio	Both A & B	None of These	B

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
17	_____ tab is available only in PowerPoint.	Window	Slide Show	Format	Home	B
18	_____ are transitions available in PowerPoint	Fade	Push	Wipe	All of these	D
19	_____ transition are available in PowerPoint	Entrance	Exit	Emphasis	Flip	D
20	_____ is a type of slide in PowerPoint	Title only	status	Line	Circle	A
21	_____ Can be used to send and receive messages.	Word Processor	Image editor	Windows	E-mail	D
22	_____ Is an example of Application Software.	Interpreter	Operating System	Browser	Compiler	C
23	_____ means raw information given to computer as input.	Characters	Information	Data	Analysis	C
24	_____ Means respond to received mail.	Forward	Compose	Delete	Reply	D
25	_____ Means sending received E-Mail to some other mail id.	Compose	Forward	Reply	Delete	B