

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC JANUARY 2026 EXAM BATCH - 305

| Sr.No | Question | Option A | Option B | Option C | Option D | Provisional Ans. |
|-------|---|----------------|----------------|-----------------|-------------------|------------------|
| 1 | _____ Is not type of printer | Plotter | Laser | Solid | Dot Matrix | C |
| 2 | _____ Is primary memory. | RAM | ROM | CACHE | All Of Above | D |
| 3 | _____ Is volatile memory. | RAM | ROM | CACHE | None Of Above | A |
| 4 | _____ Are activities of virus | Deleting Files | Erasing Data | Corrupting Data | All Of Above | D |
| 5 | _____ Are parts of binary system | 5 | 3 | 4 | None Of Above | D |
| 6 | _____ is the short cut key to open the Open dialog box? | F12 | Shift F12 | Alt + F12 | Ctrl + F12 | D |
| 7 | _____ key used for left align | ctrl+L | ctrl+R | ctrl+V | ctrl+J | A |
| 8 | _____ means readymade formats provided by words. | WordArt | font styles | Font size | Template | D |
| 9 | _____ are the filter option | AutoFilter | CustomerFilter | AdvanceFilter | All of these | D |
| 10 | _____ bar displays name of document with program name | Menu | Task | Title | status | C |
| 11 | Auto Sum option is available in _____ | Formula | Data | Insert | None of these | A |
| 12 | Autofill Option is used to get 1,2,3,4 : : : Numbers in : : : : : Column. | Serial Number | Down | Up | None of the above | A |
| 13 | Autosum button is available in data tab in MS Excel 2019 . | TRUE | FALSE | | | B |
| 14 | In Ms-Excel XFD is the heading of column | true | false | | | A |
| 15 | Below the _____ area, we get sheet Tabs | worksheet | Cell | Row | Column | A |
| 16 | Arrange command is available in _____ group in PowerPoint | Font | Paragraph | Drawing | Editing | C |

| Sr.No | Question | Option A | Option B | Option C | Option D | Provisional Ans. |
|-------|---|-------------------|----------|---------------|---------------|------------------|
| 17 | As soon as clipart is inserted, free rotate button / option is available. | true | false | | | A |
| 18 | Background Command group is in _____ Tab. | Insert | Design | Tools | File | B |
| 19 | Background group is in _____ Tab. | Insert | Design | Tools | File | B |
| 20 | Background Styles command is available in _____ tab in PowerPoint | Home | Insert | Transition | Design | D |
| 21 | _____ is the biggest Network in the world. | LAN | MAN | WAN | Internet | D |
| 22 | _____ is the most common internet protocol. | HTML | TCP/IP | IPX/SPX | NetBEUL | B |
| 23 | _____ is Web Browser software | Internet Explorer | MS Word | MS Excel | MS PowerPoint | A |
| 24 | _____ shortcut key is used to see all the list of Internet Addresses. | F1 | F2 | F4 | F6 | C |
| 25 | _____ is a gadget provided by Windows 10. | MS Word | MS Excel | MS PowerPoint | Calendar | D |