

MAHARASHTRA STATE COUNCIL OF EXAMINATION,PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC JANUARY 2026 EXAM BATCH - 502

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	_____ Is volatile memory.	RAM	ROM	CACHE	None of these	A
2	_____ memory is mostly used in handheld computers	HDD	FDD	Flash	All of Above	C
3	_____ memory is temporary memory which acts as buffer between ram and processor.	RAM	ROM	CACHE	None of these	C
4	_____ printers are faster than dot matrix and inkjet printers.	PLOTTER	DYE SUBLIMATI ON	LASER	NONE OF ABOVE	C
5	_____ Are parts of binary system	5	3	4	None of these	D
6	____ shortcut key is used for cut the text in MS Word 2019	ctrl + x	ctrl + t	ctrl + c	ctrl + u	A
7	____ shortcut is used for Redo.	Ctrl+A	Ctrl+Z	Ctrl+Y	Ctrl+w	C
8	__ command/facility is used to correct the common spelling mistakes.	Auto Text	Auto Corrent	Auto Format	None of these	B
9	1.0 (Single) means the line spacing of only one line, which is actually by default.	True	FALSE			A
10	In Outline view, text in a document is displayed in different levels like Heading, Body Text etc.	TRUE	FALSE			A
11	By default, Locked protection is given by Excel to all _____	Tables	functions	Cells	Data	C
12	By using ----- command selected cell range can be named with different name.	Formula Tab - Name Manager	Data Tab - Filter	Insert Tab - Name Manager	None of these	A
13	By using ----- option in advance filter, the duplicate records can be avoided	List Range	Criterion Range	Copy to	Unique Records only	D

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14	By using ----- tools, data in different worksheets can be combined and its summary can be created in another worksheet.	Data Consolidation	Data Validation	Conditional Formatting	None of these	A
15	By using ____ option, only selected matter is removed but format remains as it is in the cells.	Contents	Cell contents	Comments	None of these	A
16	Idea Processing-Planning-Production-Testing are different _____ in Multi media project.	Hardware	Software	stages	None of these	C
17	By default the font size of the title Text box of Title slide is _____	40	43	42	44	D
18	By pressing _____ key we can stop the running slide show.	Close	Exit	Escape	None of these	C
19	By pressing close key we can stop the running slide show.	TRUE	FALSE			B
20	If we want any immediately undone command to get redone is used_____	Undo	Move	Before	Redo	D
21	_____ is used for internet surfing	word	browser	excel	None of Above	B
22	_____ is used to read printer barcodes.	Barcode reader	Light Pen	Touchscreen	Mouse	A
23	_____ Software is a software that basically makes the computer work.	System	Application	Virtual	Compiler	A
24	_____ system is use send electronic message.	Online service	E-mail	Voice mail messages	Shared mail	B
25	_____ creates simple text files that do not include character and paragraph formatting.	MS-Paint	Notepad	Documents	MS-Word	B