Maharashtra State Council Of Examination , Pune
OBJECTIVE QUESTION
FINAL ANSWER KEY GCC - TBC JANUARY 2026 EXAM BATCH - '601'

SrNo	Question	Option_A	Option_B	Option_C	Option_D	Provisional Answer	Final Answer
1	Alphanumeric keys contains - _____	Letter	Numbers	Letter & Numbers	umbers & Special C	D	D
2	Alt & Ctrl keys are _____	Function keys	Option Keys	Combination Keys	All of these	C	C
3	Alt + F4 can be used for ----------	Open a File	Open Program	active Item or Acti	None of above	C	C
4	Alu means _____	utomatic Logic Un	rithmatic Long Un	matic And Logical	None of these	C	C
5	ALU stands for Arithmetic & Logic Unit	TRUE	FALSE			A	A
6	A selected text that is raised above the baseline is known as_____	Raised	Outlined	Capscript	Superscript	D	D
7	A smallest item of information about a record is_____	Row	Column	Field	None of these	C	C
8	A thick border around the active cell is called____	Cell pointer	selection	Border	Outline	A	A
9	After clicking on Header and Footer we can edit it.	TRUE	FALSE			A	A
10	After Clicking on Header and Footer we can't edit it.	TRUE	FALSE			B	B
11	Grids has vertical and horizontal lines	TRUE	FALSE			A	A
12	Grids on worksheet in MS Excel 2019 are ___	cal and horizontal	images	graphs	None of these	A	A
13	Group of selected cell is called as_____	Cell Range	Row	Column Width	Table	A	A
14	Hard Copy is the …….	soft copy	ed Version of work	Both A & B	None of the above	B	B
15	Header and Footer is Used to print common text on each page.	TRUE	FALSE			A	A
16	For getting Microsoft PowerPoint Help one can use shortcut key ----------	F1	F2	F3	F4	A	A
17	For rehearsal of presentation _____ command can be used	Slide Show	Custom Slide Show	Rehearse Timing	All of these	C	C
18	For running slide show we can use the shortcut key ----------	F4	F6	F5	F7	C	C
19	Format Painter command is available in _____ group in PowerPoint	Clipboard	Slides	Font	Paragraph	A	A
20	Frequently used commands like New, Save, Undo, Redo etc. are present on Quick Access Toolbar.	true	false			A	A
21	……. Unit controls all parts of a computer.	Input	Output	Control	Memory	C	C
22	…….means set of instructions given to the computer.	software	Hardware	Program	Process	C	C
23	…….means unprocessed information.	Set	Data	Collection	Program	B	B
24	…….files can not be edited.	PDF	MS-Word	MS-Excel	MS-PowerPoint	A	A
25	…… is NOT an example of Operating system	Windows 10	DOS	Unix	Norton	D	D