

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE
OBJECTIVE QUESTION
PROVISIONAL ANSWER KEY GCC - TBC OCTOBER 2025 EXAM BATCH - 101

Sr.No	Question	Option A	Option B	Option C	Option D	Provisional Ans.
1	We can apply the background color to text	TRUE	FALSE			A
2	We Can Change Page Orientation in Ms-Word.	TRUE	FALSE			A
3	_____ Is not output device.	Projector	Webcamera	Printer	Plotter	B
4	_____ is type of printer	character	laser	inkjet	All of these	D
5	_____ Is not output device	Speakers	Monitor	Printer	None of these	D
6	Sound and images can not be included in emails.	TRUE	FALSE			B
7	HTML stands for Hypertext Manual Language.	TRUE	FALSE			B
8	_____ make it easy to sort ,filter and format data within the sheet	Data	Table	Information	Text	B
9	In Ms - Word 2010, 'Undo' option is present on Toolbar.	Window	Quick Access	File	Format	B
10	"Line tool" button is in the _____ option of Insert Tab.	Standard	Formatting	Status	Shape	D
11	To move cell to first cell, _____ Key is used.	Ctrl + End	Ctrl + Home	Ctrl + Page up	Ctrl+ Insert	B
12	In MS Excel, with the help of _____ option we can group multiple rows or columns.	Group & Ungroup	Merge	Together	Compact	A
13	In worksheet to see the records marching with specific condition, Filter tool is used.	TRUE	FALSE			A
14	 is Date and Time Function	=HOUR()	=AND()	=IF()	=FIND()	A
15	MS-Excel does NOT support _____	Data Consolidation	What-if Analysis	Data Validation	None of these	D
16	Which application software is used to create slideshow?	MS-PowerPoint	MS- Word	MS-Access	MS-Excel	A

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17	In PageMaker, to set page vertically it is termed as _____	Portrait	Landscape	Tall	Wide	C
18	In PowerPoint , which option is used to hide any slide ?	Slideshow-se tup	File menu	slideshow-Hid e Slide	Home tab- style menu	C
19	Click on _____ option in slide group of Home Tab to create a new slide.	Slide Layout	Transition	Animation	New Slide	D
20	Closing and existing in PowerPoint are same	TRUE	FALSE			B
21	64 bit microprocessor can access _____ bytes at a time	64	2	8	16	C
22	_____ is another name of client	node	point	server	None of these	A
23	In robotics and process control ____type of computer is used	Personal	Mini	Hybrid	Micro	C
24	_____ type of CD is similar to use of Floppy disc.	CD-ROM	CD-R	CD-RW	None of these	C
25	To close the active window we can use_____ shortcut key	Alt+Tab	Alt+F4	Tab	Spacebar	B