



**APARCHIT EXAM WARRIORS**  
NO-1 PLATFORM FOR ALL COMPETITIVE EXAM  
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### ABOUT THE GREAT APARCHIT SIR



GA EXPERT APARCHIT SIR  
WHO HAS GIVEN 100+  
SELECTION IN BANKING  
SECTOR AT HIS 25 YEAR AGE  
WHO HAS KNOWN AS  
APARCHIT. APARCHIT SIR WAS  
A REAL WARRIOR AS YOU  
KNOW THAT ABOUT HIM, HE  
MADE HIS IDENTITY ACROSS  
THE COUNTRY WITH VERY  
LITTLE AGE . AFTER HIM HIS  
YOUNGER BROTHER  
APARCHIT 2.0 STARTED  
APARCHIT SUPER CURRENT  
AFFAIRS FROM 1 FEBRUARY  
2021. THEY GAVE 1000+  
SELECTION IN BANKING  
SECTOR IN FEW DAYS.  
[TRUSTED BY 4 LAKH  
ASPIRANTS ACROSS THE  
INDIA].  
YOUR SUCCESS IS OUR  
SUCCESS



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**DEAR ASPIRANTS,**

**All the examinations have a different pattern and different syllabus but the common part for all Exam is the general awareness in which the current affair plays an important part like 75%. These questions from the banking field have a weightage of 75%.**

**Aparchit Exam Warriors  
Provides you with best quality  
Current Affairs With Amazing  
Extra Facts that will help in  
scoring good in the General  
Awareness Section**





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## APARCHIT SUPER



**IDBI EXECUTIVE & IDBI  
ASSISTANT MANAGER GA  
PAID BOOSTER [ CAPSULE ]**



### SPECIAL QUALITY



Most Important MCQ  
Explanation With Facts  
Static Banking Awareness  
Topicwise Current Affairs  
January to May Current  
Affairs MCQ



**Presented By**

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### IMPORTANT COMPUTER SHORTCUT KEY

- **Ctrl + A - Select All**
- **Ctrl + B - Bold**
- **Ctrl + C - Copy**
- **Ctrl + D - Fill**
- **Ctrl + F - Find**
- **Ctrl + G - Find next instance of text**
- **Ctrl + H - Replace**
- **Ctrl + I - Italic**
- **Ctrl + K - Insert a hyperlink**
- **Ctrl + N - New workbook**
- **Ctrl + O - Open**
- **Ctrl + P - Print**
- **Ctrl + R - Nothing right**
- **Ctrl + Shift + F6 - Previous Window**
- **Ctrl + Shift + F12 - Printing**
- **Alt + Shift + F1 - New spreadsheet**
- **Alt + Shift + F2 - Save**
- **Alt + = - AutoSum**
- **Ctrl + - Toggle value / display of the formula**
- **Ctrl + Shift + A - Insert the argument names in the formula**
- **Alt + down arrow - automatic view list**
- **Alt + ' - Format Style Dialog**
- **Ctrl + Shift + - General Format**
- **Shift + F12 - Save**
- **Ctrl + F3 - Set name**
- **Ctrl + F4 - Close**
- **Ctrl + F5 - XL, size of the restore window**
- **Ctrl + F6 - Next Workbook Window**
- **Shift + Ctrl + F6 - Previous Workbook Window**
- **Ctrl + F7 - Move window**
- **Ctrl + F8 - Resize Window**
- **Ctrl + F9 - Minimize the workbook**
- **Ctrl + F10 - Maximize or Restore Window**
- **Ctrl + F11 - Inset 4.0 Macro sheet**
- **Ctrl + F1 - Open File**
- **Alt + F1 - Insert a graph**
- **Alt + F2 - Save As**
- **Alt + F4 - Output**
- **Alt + F8 - Macro dialog**
- **Alt + F11 - Visual Basic Editor**



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- **Ctrl + Shift + F3 - Create a name using the names of row and column labels**
- **Ctrl + S - Save**
- **Ctrl + U - Underlined**
- **Ctrl + V - Paste**
- **Ctrl W - Close**
- **Ctrl + X - Cut**
- **Ctrl + Y - Repeat**
- **Ctrl + Z - Cancel**
- **F1 - Help**
- **F2 - Edition**
- **F3 - Paste the name**
- **F4 - Repeat the last action**
- **F4 - When entering a formula, switch between absolute / relative references**
- **F5 - Goto**
- **F6 - Next Pane**
- **F7 - Spell Check**
- **F8 - Extension of the mode**
- **F9 - Recalculate all workbooks**
- **F10 - Activate Menubar**
- **F11 - New graph**
- **F12 - Save As**
- **Ctrl + - Insert the current time**
- **Ctrl + - Insert the current date**
- **Ctrl + - Copy the value of the cell above**
- **Ctrl + - Copy the formula from the cell above**
- **Shift - Offset Adjustment for Additional Functions in the Excel Menu**
- **Shift + F1 - What is it?**
- **Shift + F2 - Edit cell comment**
- **Shift + F3 - Paste the function into the formula**
- **Shift + F4 - Search Next**
- **Shift + F5 - Find**
- **Shift + F6 - Previous Panel**
- **Shift + F8 - Add to the selection**
- **Shift + F9 - Calculate the active worksheet**
- **Shift + F10 - Popup menu display**
- **Shift + F11 - New spreadsheet**