

8th Computer Science Chapter 3 Test

Sr	Questions	Answers Choice
1	A----- is simply a grid of rows and columns.	A. Work book B. Work doucment C. Work Sheet D. All of these
2	The starting number of row in a worksheet is.	A. 0 B. 1 C. 2 D. 3
3	A----- tpically contains one or more worksheets	A. Spread sheet B. Workbook C. Work space D. Office
4	To perform mathematical computation, an Excel is used.	A. Function B. Formulas C. Legends D. None of these
5	Each in a worksheet is identified by a number.	A. Row B. Column C. Cell D. None of these
6	A collection of related worksheets, saved in a single file is called.	A. Cell B. Sheet C. Column D. Workbook
7	The first software to feaure a toolbar was.	A. Word B. Notepad C. C++ D. Excel
8	Function are formulas with a.	A. Heading B. Sign C. Name D. None of these
9	In a cell,sign and calculations are always used at the beginning of a formula.	A. + B. # C. / D. =
10	----- is used to display information.	A. Status Bar B. Formula Bar C. Cell D. Work Area
11	Excel comes with built-in..... which are predefined formulas.	A. Formulas B. Functions C. Format D. None
12	Frequently used commands of Excel are available here.	A. Quick access Toolbar B. Ribbon C. Status Bar D. Formula Bar
13	The references of adject cells may be denoted by	A. Cell address B. Cell reference C. Cell range D. All of these
14	----- includes commands that help in switching between the view of work books, freezing, pans, etc.	A. Reviw Tab B. View Tab C. Home Tab D. Data Tab
15	The IF function is used to test if a certain condition in a worksheet is.....or false.	A. One B. Yes C. Zero D. True

16	----- Lets you draw with the help of a mouse, digital pen etc.	A. Insert Tab B. Home Tab C. Draw Tab D. Formulas Tab
17	----- are used to arrange, calculate and sort data in the form of a table.	A. Spread sheet B. C++ C. Word D. None of these
18	Data may be represented in different formats like. and charts to understand data visually.	A. Cells B. Graphs C. Formulas D. Calculations
19	----- is the place where the main work is done on the data in Excel.	A. Work Area B. Status Bar C. Formula Bar D. Ribbon
20	-----Use reference of cells for calculations.	A. Formulas B. Charts C. Legends D. Functions