

Name: .....

Roll No: .....

Class: ..... Section: .....

Date: .....

## MORE ON SPREADSHEETS

Chapter-6

### A. Define the following:

1. Cut Command .....
2. Undo feature .....
3. Oder of operation .....

### B. Tick (✓) the correct option.

1. MS Excel follows BEDMAS rule for doing mathematical calculations, where E stands for ..... .
 

a. Exponentiation	<input type="checkbox"/>	b. Equal	<input type="checkbox"/>
c. Edge	<input type="checkbox"/>	d. Equivalent decimals	<input type="checkbox"/>
2. Numbers or text values that do not change are known as ..... .
 

a. References	<input type="checkbox"/>	b. Constants	<input type="checkbox"/>
c. Operators	<input type="checkbox"/>	d. Variables	<input type="checkbox"/>
3. Under which group on Home tab, ..... .
 

a. Alignment	<input type="checkbox"/>	b. Format	<input type="checkbox"/>
c. Edit	<input type="checkbox"/>	d. layout	<input type="checkbox"/>

### C. Write 'T' for true and 'F' for false.

1. Microsoft Excel saves your ten most recently selected custom colours. ....
2. AutoFill feature automatically fills a series of data in your worksheet. ....
3. Border button displays the frequently used border style. ....
4. Font group is present under Home tab. ....
5. In Excel, the format of a cell is separate from the data that is stored in the cell. ....