

T@UCHPAD®

Worksheet

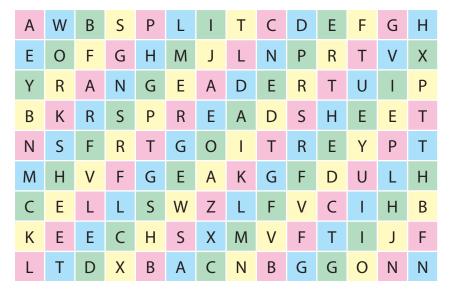
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Name:		
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Chapter-2

A. Locate six features of Excel in the given grid.



B. Write 'T' for true and 'F' for false.

1.	We can select more than one cell at a time in an Excel worksheet.	

2. We cannot format number in a cell.

3. Excel does not allow us to merge two or more cells.

5. Cells used in the calculations are known as references.

C. Answer the following questions.

1. Write the steps to copy a formula.

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2. How would you display multiple lines of text in a single cell in excel?

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