

# Worksheet

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Name: .....

Roll No: ..... Class: ..... Section: .....

Date: .....

## FORMULAS AND FUNCTIONS IN EXCEL 2016

### Chapter-3

#### A. Tick (✓) the correct option.

- Which of the following is a relative reference?
 

|         |                          |           |                          |
|---------|--------------------------|-----------|--------------------------|
| a. A3   | <input type="checkbox"/> | b. \$A\$4 | <input type="checkbox"/> |
| c. A\$1 | <input type="checkbox"/> | d. \$D6   | <input type="checkbox"/> |
- ..... function is used to calculate the average of a range of values.
 

|            |                          |                  |                          |
|------------|--------------------------|------------------|--------------------------|
| a. Average | <input type="checkbox"/> | b. SUM           | <input type="checkbox"/> |
| c. AVG     | <input type="checkbox"/> | d. None of these | <input type="checkbox"/> |
- Which of the following is not a valid type of address in MS Excel?
 

|                    |                          |                   |                          |
|--------------------|--------------------------|-------------------|--------------------------|
| a. Range           | <input type="checkbox"/> | b. Cell reference | <input type="checkbox"/> |
| c. Mixed reference | <input type="checkbox"/> | d. None of these  | <input type="checkbox"/> |
- Which of the represents a group of cells?
 

|               |                          |                  |                          |
|---------------|--------------------------|------------------|--------------------------|
| a. Selection  | <input type="checkbox"/> | b. Combination   | <input type="checkbox"/> |
| c. Cell range | <input type="checkbox"/> | d. None of these | <input type="checkbox"/> |
- Which of the following function is used to find the square root of a number?
 

|            |                          |           |                          |
|------------|--------------------------|-----------|--------------------------|
| a. MOD()   | <input type="checkbox"/> | b. INT()  | <input type="checkbox"/> |
| c. POWER() | <input type="checkbox"/> | d. SQRT() | <input type="checkbox"/> |

#### B. Fill in the blanks using the hints given below:

**Hints:** Mixed Referencing, SQRT() , Function, smallest, formulas

- Functions are predefined ..... in Excel.
- ..... in Excel begin with the equal sign.
- The ..... function returns the square root of the given number.
- In ....., you can lock either a column or a row by preceding it with a dollar(\$) symbol.
- The MIN() function returns the ..... value.