

# Worksheet

Name: .....  
Roll No: ..... Class: ..... Section: .....  
Date: .....

## EXCEL AS DATABASE

### Chapter-6

#### A. Tick (✓) the correct option.

- Which of the following is called field in a database?
 

a. Column	<input type="checkbox"/>	b. Row	<input type="checkbox"/>
c. Cell	<input type="checkbox"/>	d. Worksheet	<input type="checkbox"/>
- Which of the following is a window used to display or enter a record in an Excel worksheet?
 

a. Row	<input type="checkbox"/>	b. Form	<input type="checkbox"/>
c. Textbox	<input type="checkbox"/>	d. None of these	<input type="checkbox"/>
- Which of the following options is used to search a record in a form?
 

a. New	<input type="checkbox"/>	b. Criteria	<input type="checkbox"/>
c. Clear	<input type="checkbox"/>	d. None of these	<input type="checkbox"/>

#### B. Answer the following questions:

- What is conditional formatting? Name any four criteria which can be used while applying conditional formatting?  
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- What is the use of Pivot Tables?  
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- What is Data Validation?  
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- Write the steps to delete a record.  
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