

Worksheet

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Name:

Roll No: Class: Section:

Date:

FORMULAS AND FUNCTIONS IN EXCEL 2019

Chapter-3

A. Tick (✓) the correct option.

1. Which of the following is a relative reference?

a. A3

☐

b. \$A\$4

☐

c. A\$1

☐

d. \$D6

☐

2. is the horizontal axis of the chart.

a. Y-axis

☐

b. X-axis

☐

c. P-axis

☐

d. None of these

☐

3. Which of the following is not a valid type of address in MS Excel?

a. Range

☐

b. Cell reference

☐

c. Mixed reference

☐

d. None of these

☐

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

1. Excel is one of the most useful programs.

2. Combined reference is a type of cell reference.

3. Plot Area includes all the objects and elements of a chart.

4. Excel does not provide functions for working on textual content.

5. Chart options is in the Insert tab.

C. Define the following functions.

1. YEAR

.....

2. IF

.....

3. CONCATENATE

.....

4. ROUND

.....