



# ST. LAWRENCE HIGH SCHOOL



A Jesuit Christian Minority Institution

## WORKSHEET - 7(Answer Key)

### Topic – Introduction to Excel and components of excel window

Subject: COMPUTER Class - 6

F.M:15

Chapter: Excellent Excel

Date: 19/06/2021

### Choose the correct answer for each question

**15x1=15**

- This software is used to create electronics worksheet.
  - MS Excel**
  - MS Word
  - MS PowerPoint
  - All of these
- An excel document containing worksheets is called a \_\_\_\_\_.
  - filesheet
  - booksheet
  - wordpress
  - workbook**
- What is the intersection of a column and a row on a worksheet called?
  - Column
  - Value
  - Address
  - Cell**
- This displays the content of the active cell.
  - Formula bar**
  - Address bar
  - Title bar
  - None of these
- Excel is developed by \_\_\_\_\_ Corporation.
  - Microsoft**
  - Apple
  - Google
  - None of these
- By default**, new workbooks created in Excel contain \_\_\_\_\_ worksheet.
  - Two
  - Three**
  - One
  - Four
- \_\_\_\_\_ run horizontally across the worksheet and they are identified by numbers.
  - Rows**
  - Columns
  - Cells

- d. Data
8. There are a total of \_\_\_\_\_ columns in a worksheet.
- a. 200
  - b. 256**
  - c. 216
  - d. 236
9. \_\_\_\_\_ display the name of current workbook.
- a. Address bar
  - b. Title bar**
  - c. Formula bar
  - d. None of these
10. It refers to the boundary of the highlighted cell or cells that are selected.
- a. Workbook
  - b. Cell pointer**
  - c. Worksheet
  - d. None of these
11. \_\_\_\_\_ displays the cell reference of active cell.
- a. Address bar**
  - b. Title bar
  - c. Formula bar
  - d. None of these
12. It is the tabular area in an Excel window in which you enter data and perform functions.
- a. Workbook
  - b. Cell pointer
  - c. Worksheet**
  - d. None of these
13. These are vertical lines of data in Excel worksheets.
- a. Rows
  - b. Columns**
  - c. Data
  - d. Cells
14. Each excel worksheet has a total of \_\_\_\_\_ rows.
- a. 65536**
  - b. 75523
  - c. 55452
  - d. 88526
15. B15 in excel represents\_\_\_\_\_.
- a. Column B, Row 15**
  - b. Row B, Column 15
  - c. Column B, Row B
  - d. Column 15, Row 15