ST. LAWRENCE HIGH SCHOOL

A Jesuit Christian Minority Institution

WORKSHEET -2

Topic – Charts

Subject: COMPUTER   Class - 7   F.M:15

Chapter: Working with Data in MS Excel   Date: 05/05/2020

Choose the correct answer for each question: 15x1=15

1. The pictorial representation of data in Excel.

a.Clip Art

b.Charts

c.Pictures

d.Symbols

2. Excel has _____ basic chart types.

a.nine

b.ten

c.eleven

d.twelve

3. Examples of 3-D chart:

a. Cylinder

b. Cone

c. Pyramid

d.all of these

4. Which among the following is not an example of 2-D chart?

a.Column

b.Line

c.Pyramid

d.Pie

6. Which tab consists of Chart option?

a.Insert

b.Calculation

c.Formula

d.none of these

7. The tool that appears on selecting a chart in Excel:

a. Chart

b. Format

c. Design

d. None of these

8. Once a chart is inserted, to change the chart type, we go to _____ tab.

a.Home

b.Design

c.Layout

d.Format

9. Chart title option is available in _____ tab.

a.Home

b.Design

c.Format

d. Layout

10. Once a chart is created, any change in the data will be reflected in the chart.

a.True

b.False

11. Under which tab and grouping of commands will you find the Legend option?

a.Layout --> Insert

b.Layout --> Labels

c.Design --> Type

d.Design→ Chart Layouts

12. Which among the following is not present in Labels group of Layout tab?

a.Chart titles

b.Change chart type

c.Legends

d.Axis titles

13. Gridlines is present in _____ tab.

a.Home

b.Insert

c.Layout

d.Format

14. Data graphed as slices of a circular area is a

   a. bar chart
   b. scatter plot
   c. pie chart
   d. column chart

15. The box on the chart that contains the name of each individual record is called the
_____.
A. cell
B. title
C. axis
D. legend

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