



Class VIII

ICT

Chapter 4: Use of Spreadsheet

Revision Test

Time- 40 minutes Full marks- 10+10=20

Section A- Short questions; Marks – 10

5×2=10

1. What is Spreadsheet Programme? Explain the relationship between the Information Technology and Spreadsheet.
2. Write the objectives of using spreadsheet software.

**Section B- Objective Type
Marks – 10**

1×10=10

1. What is the cell address of column R and row 31?
a) R31
b) 31R
c) R-31
d) 31-R
2. Which of the following is a cell range?
a) A1
b) A1:A5
c) 10A
d) =A1+A5
3. When was VisiCalc invented?
a) Late 50s
b) Late 70s
c) After 70s
d) At 50s
4. Which one of the following is correct?
a) = sum (A1: A4)
b) sum (A1: A4)
c) =sum (A1 A4)
d) sum (A1+ A4)
5. In which cluster the commands of Microsoft excel are arranged?
a) Quick Toolbar
b) Menu Bar
c) Status Bar
d) Ribbon
6. Which sign has to be given first for manual summation in MS Excel?
a) =
b) +
c) -
d) *

7. What is the formula of the subtraction of A1 and B1 cells?

- a) $A1 - B1$
- b) $=A1-A2$
- c) $=A1-B1$
- d) $=\text{sub} (A1-B1)$

8. What is the formula of the addition of A1, B2, C3 and D3 cells in worksheet?

- a) $=\text{Sum} (A1 + D3)$
- b) $=\text{Sum} (A1: D3)$
- c) $=A1 + B2 + C3 + D3$
- d) $=A1 + B2: C3 + D3$

9. By Excel program we can add—

- i. Automatically
- ii. Manually
- iii. By using formula

Which one of the following is correct?

- a) i and ii
- b) i and iii
- c) ii and iii
- d) i, ii and iii

10. In spreadsheet software, what do you understand by E10?

- a) column E, row 10
- b) row E, column 10
- c) There is no column
- d) there is no row