



ADUVIE INTERNATIONAL SCHOOL, 08089394474

REVIEW QUESTIONS ON STARTING GRAPHS

SUBJECT: Information and Communication Technology **CLASS:** YEAR THREE

1. A _____ is a list of drop-down options or items.
 - a) Menu
 - b) Tab
 - c) Color
2. The horizontal lines in MS Excel are called the _____.
 - a) Rows
 - b) Columns
 - c) Cell
3. The vertical lines in MS Excel are called the _____.
 - a) Rows
 - b) Columns
 - c) Cell
4. The point where a row and a column meet is called a _____.
 - a) Rows
 - b) Columns
 - c) Cell
5. Which of these is NOT a correct cell name or identifier?
 - a) A3
 - b) L5
 - c) 5J

6. Numerical data can be sorted in Excel _____.

- a) From A to Z
- b) From Z to A
- c) In ascending or descending order

7. Alphabetical data can be sorted in Excel _____.

- a) From A to Z
- b) From Z to A
- c) Both A and B

8. A file created in Microsoft Excel is called a _____.

- a) Slide
- b) Workbook
- c) Document

9. In order to draw graphs or charts, we must enter a _____ data.

- a) Alphabetical data
- b) Numerical data
- c) None of these

10. The point where all the sheets are arranged in Excel is called the _____.

- a) Sheet tab
- b) Menu
- c) Quick Access toolbar