GD DAV PUBLIC SCHOOL

CASTAIR'S TOWN, DEOGHAR

Chapter 7 (Spreadsheet-I)

Exercise Question (ICT)

Student Name _____ **Class & Section:** _____

Roll No. _____ **Date:** _____

1. Fill in the blanks:

(a) Open Office .org Calc is a _____ software.

(b) _____bar shows the content of the selected cell.

(c) A calc document is called a _____ .

(d) A cell is the _____element of a spreadsheet.

(e) _____is the extension name of Open Office org Calc.

(f) Maximum number of rows in OO Calc_____

(g) Maximum number of columns in OO Calc_____

(h) Maximum number of worksheets in OO Calc_____

LIVEWORKSHEETS

(i)_____default sheets are available in a worksheet.

(j) _____ is a cell with highlighted boundary around it.

2. Write True or False for the following statements:

(a) We can enter data only in the Active Cell. True False

(b) Spreadsheet is used to do financial calculation. True False

(c) The Title bar contains the options like File, Edit, View etc. True False

(d) We cannot intern multiple sheets in a workbook. True False

(e) We can represent data in the form of graphs and charts. True False

LIVEWORKSHEETS