

## HARI VIDYA BHAWAN (Final Exam Revision)

### CLASS- 7<sup>th</sup> COMPUTER CHAPTER- 10

#### A. Choose the following option:

1. The software that helps to enter and organize data in a database is \_\_\_\_\_.

- a. access
- b. excels
- c. animation

2. A row in a table that contains information is called \_\_\_\_\_.

- a. field
- b. record
- c. datasheet

3. The specific piece of information in a table is known as \_\_\_\_\_.

- a. field
- b. value
- c. record

4. \_\_\_\_\_ is the combination of data from multiple related tables into a single datasheet.

- a. query
- b. report
- c. filter

5. The data type that is used for detailed and descriptive fields is \_\_\_\_\_.

- a. currency
- b. long text
- c. auto number

6. \_\_\_\_\_ is a collection of data organized in a manner.

- a. database
- b. datasheet
- c. access

7. \_\_\_\_\_ is used to limit a field entry to meet certain criteria.

- a. validation rule

b. record

c. filter

8. In datasheet view, the table is represented as a collection of rows and columns, called \_\_\_\_\_.

a. Datasheet

b. Database

c. Navigation pane

d. Record

9. \_\_\_\_\_ can help to show only desired records and fields.

a. Row

b. Column

c. Filter

d. Report

10. \_\_\_\_\_ present data from tables in an attractive format.

a. Report

b. Filter

c. Row

d. Column