



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