

Name: _____ Grade: _____ Date: _____

Tables & Tabulation

Instructions: Please read carefully each of the following questions as well as the options below and circle the most appropriate answer. Each question is worth 1 point. **Total Points [10 pts]**

1. What is the intersection of a row and a column called?
 - a. Table
 - b. Crossway
 - c. Block
 - d. Cell

Fig. R

2. What is the table structure of the table in the above in Fig. R?
 - a. 2 Rows 4 Columns
 - b. 4 Rows 2 Columns
 - c. 6 rows 2 Columns
 - d. 8 rows 8 Columns
3. How many cells does figure R above have?
 - a. 2
 - b. 4
 - c. 8
 - d. 10
4. How many rows does figure R have?
 - a. 2
 - b. 4
 - c. 6
 - d. 8
5. How many columns does figure R have?
 - a. 2
 - b. 4
 - c. 6
 - d. 8
6. Rows are _____.
 - a. Vertical
 - b. Horizontal
 - c. Diagonal
 - d. Multidirectional
7. _____ is an object you can add to your document to help organize text that contain rows and columns.
 - a. Table
 - b. Data block
 - c. Sort Dialog box
 - d. Cell
8. The _____ consists of the number of rows and columns.
 - a. Table Blocks
 - b. Table Cells
 - c. Table Structure
 - d. Table Properties

9. Columns are _____.

a. Vertical

b. Horizontal

c. Diagonal

d. Multidirectional

10. Column headings are found in the _____ of the table.

a. Cells

b. First Column

c. Last Column

d. First Row