

Advised to learn your Assignment and then give your test properly.

Q1 MCQ's $\frac{0}{0}$ (3)

- (a) which of the following is a formula.
- (b) In excel, a formula or function starts with.
- (c) which of these is an absolute cell reference.

Q2 fill in the blanks $\frac{0}{0}$ (3)

- (a) The _____ function returns the current data.
- (b) The _____ function removes the absolute number.
- (c) The _____ function returns square root of a number.

Q3 True or false $\frac{0}{0}$ (3)

- (a) formulas can contain values only.
- (b) An absolute reference does not change when copied.
- (c) you can enter a formula in the formula bar only.

Q4 Match them $\frac{0}{0}$ (3)

- (a) lower To get a total number
- (b) SUM To get smallest value for a range
- (c) MIN To get the text in lower case

Q5 Answer these following question $\frac{0}{0}$ (8)

- (a) what is excel?
- (b) what is a cell reference?
- (c) list any four function of excel?