

SANJEEVANI PUBLIC SCHOOL
CLASS - VIIth (Assignment)
Computer ch-3 (charts in excel)
Do this Assignment in book & copy

Q1 MCQ'S :- (Pg-37)

1-(b), 2-(a), 3-(c), 4-(a), 5-(a)

Q2 fill in the blanks :- (Pg-37)

① data points ② chart title ③ vertical ④ plot area
⑤ data series

Q3 True or false :- (Pg-37)

1-(T), 2-(f), 3-(f), 4-(T), 5-(T)

Q4 Match Item :- (Pg-38)

1-(b), 2-(c), 3-(a), 4-(e), 5-(d)

Q5 Answer the following question :- (Pg-38)

Q1 what is chart?

Ans A chart is graphical representation of data.

Q2 list out any four element of a chart?

Ans ① value axis
② Data point
③ Axis title
④ Data series

Q3 Write the name of the ribbon that appear when you select a chart?

Ans Insert the name of the ribbon that appear when you select a chart.

Q4 what is the difference between legends and gridline?

Ans legends ⇒ The legend displays the plotted data series with a predefined symbol and the name of the series. It also assigns a unique colour to each series.

Q5 Define pie chart?

Ans A pie chart is also known as circular chart. It displays data point of individual item as a percentage of the whole.

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CLASS - VIIth (Assignment)

Computer ch-4 (Advance feature in Excel)

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Q1 MCQ's :- (Pg-49)

1-(b), 2-(c), 3-(c), 4-(b), 5-(a)

Q2 fill in the blanks :- (Pg-49)

① filtering ② listrange ③ Grouping ④ Goal seek ⑤ Autofill

Q3 True or false :- (Pg-49)

1-(f), 2-(T), 3-(T), 4-(F), 5-(f)

Q4 Match them :- (Pg-50)

1-(b), 2-(e), 3-(a), 4-(c), 5-(d)

Q5 Answer these following question :-

Q1 what is Sorting?

Ans The process to set the data in an order.

Q2 what is filtering?

Ans To hide data temporarily in excel.

Q3 Describe the Auto fill features?

Ans The Auto fill feature to fill cells with data that follows a particular format.

Q4 How do you group multiple worksheets?

Ans on grouping worksheets, you can perform tasks on multiple worksheet at the same time.

Q5 How do you remove filter from records?

Ans Clear.

Q6 what is Goal seek?

Ans To achieve a goal when you have what-if analysis in excel.

Q7 what is data validation?

Ans Used to apply restriction on data entries in cells.