

**SATISH CHANDRA MEMORIAL SCHOOL**  
**MODEL QUESTIONS FOR SESSION – 2020-21**  
**MID-TERM EXAMINATION**  
**COMPUTER**  
**CLASS VII**  
**CHAPTER -2- CALCULATIONS IN MICROSOFT EXCEL 2013**

**Choose the correct answer for the following:**

1. You can perform calculations with ease using \_\_\_\_\_ in Excel.
  - a) Charts
  - b) Formulas
  - c) Operators
  - d) Cell references
2. Cell references, Operators, Constants and Functions are \_\_\_\_\_ of formula in Excel.
  - a) Cell
  - b) Rows
  - c) elements
  - d) None of these
3. They are the addresses of the cells containing values to be used in calculations –
  - a) Operators
  - b) Elements
  - c) Constants
  - d) Cell references
4. They specify the type of operation you want to perform -
  - a) Operators
  - b) Functions
  - c) Constants
  - d) Cell references
5. \_\_\_\_\_ are the numbers or text values that can be entered directly in a formula.
  - a) Operators
  - b) Constants
  - c) Functions
  - d) None of these
6. They are built-in formulas in Microsoft Excel –
  - a) Operators
  - b) Constants
  - c) Functions
  - d) Cell references
7. A \_\_\_\_\_ can be defined as an expression that can contain values, constants, cell references, functions and operators.
  - a) Formula
  - b) Operators
  - c) Constants
  - d) Cell references
8. \_\_\_\_\_ operator is used to join two or more text strings.
  - a) !
  - b) &
  - c) ^
  - d) %

9. The cell referencing in which the cell references change with respect to the relative position of the cell containing the formula is called –
- a) Absolute cell referencing
  - b) Mixed cell referencing
  - c) Relative cell referencing
  - d) None of these
10. Using \_\_\_\_\_ feature you can add numbers in the selected range of cells.
- a) AutoSum
  - b) Cell referencing
  - c) Constant
  - d) Chart

✓ **SOLVE THE ABOVE QUESTIONS IN YOUR COPY.**