

O. P. JINDAL SCHOOL, SAVITRI NAGAR
Annual Examination (2023 – 2024)

Class: VII
Subject: AI
Name: _____

MM:40
Time: 1 Hr.
Roll No: _____

General Instructions: All questions are compulsory.

SECTION – A

Q.1 Tick out the correct option:

(10 x 01 = 10 Marks)

- i) By default, the text data is _____ aligned in a cell.
a.Left b.Center c.Right d.None
- ii) We can enter _____ types of data in a worksheet.
a. two b.three c.four d.five
- iii) Ctrl+V key combination is used to _____ the cell contents.
a. Undo b.Paste c. Cut d.Copy
- iv) . To select a range, hold down the _____ key and click on adjacent cells.
a. Shift b. Ctrl c.Alt d.Tab
- v) The function is used to join two or more strings together.
a. MAX() b. IFS() c.CONCAT() d.MINIFS()
- vi) Which key combination is used to get the total of adjacent cells?
a. Ctrl + =' b. Ctrl++ c.Alt += d.Alt ++
- vii) Name the bars or slices that represent the data values on the chart.
a. Data Series b. Grouping Worksheets c. Plot Area d. legend
- viii) Which chart type displays data in the form of a circle?
a. Line b. Column c. Bar d.Pie
- ix) Which of the following operators are used to compare two or more relational expressions?
a. Logical b. Arithmetic c. Relational d.Comparison
- x) Which of the following is not a logical operator?
a.AND b. OR c. NOT d. Greater than

SECTION – B

Q.2 Fill in the blanks:

(05 x 01 = 5 Marks)

Hints:- [conditional , legend, formula , F4 , IFS()]

- i) To repeat most commands or actions, press _____ function key.
- ii) The _____ function is used to evaluate multiple conditions.
- iii) _____ is a key that is used to identify the colours, patterns, or symbol assigned to data series.
- iv) _____ bar shows the data and formulas entered in an active cell.
- v) In _____ construct, a section of code executes only if a condition is met.

SECTION – C

Q.3 Check whether the following statements are true or false:

(05 x 01 = 5 Marks)

- i) A chart is updated automatically with the change in data.
- ii) Copy, Cut and Paste buttons are present in the Font group.
- iii) Letters A to Z, AA to AZ are the Row headings.
- iv) Sheet tab cannot be renamed.
- v) The NOT operator reverses the result of a test expression.

SECTION – D

Q.4 Very short answer the following questions:

(05 x 02 = 10 Marks)

- i) What is the function of Undo and Redo commands?
- ii) What is Cell Reference? Mention its types.
- iii) What is a loop?
- iv) Write the use of any two Logical operator?
- v) What is Autofill?

SECTION – E

Q.5 Short answer the following questions: (Any Two)

(02 x 05 = 10Marks)

- i) What do you mean by Filtering of data & Sorting of data?
- ii) What are the rules to enter a Function?
- iii) How many data can be entered in a excel sheet? Explain each briefly.