ANANDALAYA
PERIODIC TEST - 2
Class : VII

विद्या सर्वार्थ साधिका

Subject: Computer

Date : 17/09/2022

M.M: 20

Time: 1 Hour

Name : _____ Section: _____ Roll No. : _____

1. Write correct answer from given choices in the box. (5)

I   Identify extension of excel file :

   A) document   B) .docx   C) .xlsx   D) .exe   ☐

II   Shortcut key for Copy command will be:

   A) ctrl + z   B) ctrl + v   C) ctrl + c   D) ctrl + x   ☐

III   Shortcut key for Paste command will be:

   A) ctrl + z   B) ctrl + v   C) ctrl + c   D) ctrl + x   ☐

IV   =sum used for

   A) subtraction   B) addition   C) multiply   D) division   ☐

V   Shift + V means

   A) paste   B) paste special   C) copy   D) undo   ☐

2. Use correct word given below to fill in the blanks. (5)

   (kilobyte,   byte,   sorting,   C5,   5C,   Right,   Center,   Left)

   I. Ascending descending order is called _____

   II. Cell address of 3rd column and 5th row is _____

   III. Numbers are aligned _____ in cell.

   IV. Text is aligned _____in cell.

   V. 8 bit is known as _____

3. Answer the following questions. (5)

   I. Define row.

   _____

   II. Define column.

   _____

   III. Write cell address range of row 7 of column D to row 9 of column G.

   _____

IV. Types of data that can be entered in excel.

_____

V. If you enter value 01234 in cell, what will it print?

_____

4. Answer the following questions. (5)

I. How columns are labelled? What is the last address of column?

II. What is cell?

III. How many total numbers of rows and column in a sheet?

Rows :

Column :

IV. Write definition of Computer.

V. Write Example of Primary Memory and Secondary Memory

Primary Memory :

Secondary Memory :