

WORKSHEET- Computer
GRADE 7
Chapters 7, 8 and 9

A		B	Answer
1	Active cell	Starts with =(equal) sign	7
2	Name manager	Also known as spreadsheet	5
3	Ctrl+End key	Set of defined elements	9
4	Ctrl+z	To cut the worksheet data	6
5	Worksheet	Undo an action	4
6	Ctrl +x	Smallest unit of worksheet	8
7	formula	Data in a horizontal form	10
8	Cell	Cell with dark boundary	1
9	Theme	Present in defined name group	2
10	row	End	3
11	Clipart	A group of adjacent cells	12
12	Range	Collection of stylish and decorative texts	13
13	Wordart	Readymade collection of pictures and images	11