

INTERNATIONAL INDIAN SCHOOL BURAIDAH 2018-2019

SUBJECT: COMPUTER SCIENCE

CLASS: VII

Worksheet # 1

LESSON #1 AND LESSON # 2

I. Fill in the blanks

1. _____ is a sequence characters on which subtraction, multiplication and division cannot be performed.
2. The _____ button is used for adding and calculating functions in a worksheet.
3. The _____ sign is used for absolute referencing.
4. On the _____ tab, you can move a chart, add chart elements, change the chart layout and the chart style.
5. A _____ chart shows the relationships among numeric values, or plots points between x and y values.

II. Define the following

1. Doughnut Chart
2. Gridlines
3. Error Results in Excel
4. Absolute referencing

III. Lab Activity

1. Anil ,a computer operator,wants to put together the first name,the middle name, and the last name in the full name column. Can you help anil in his task?
2. Renad wants to create a chart for a presentation. Help her create the chart and also to change the color to one of her choice.

MARKS	No.of Students
91 – 100	20
81 – 90	13
71 – 80	10
61 – 70	5
0 – 59	2

THE END