Ch.5 Excel- Introduction, Ch.4 PowerPoint- Creating Presentation, Ch.9 Domains of AI

Q-1 Tick the (✓) correct answers.

1. Which of the following application is used for calculation?
   a) MS Word   **b) MS Excel**   c) MS Paint

2. Which bar is used to enter and edit formulas in Excel?
   a) Formula bar   b) Status bar   c) Title bar

3. Which of the following bar shows the address of selected cell?
   a) Formula bar   b) Status bar   **c) Name box**

4. In MS excel formula must begin with _____ sign.
   a) +   b) -   **c) =**

5. By default how many sheets are there in MS Excel 2016?
   a) 1   b) 5   c) 7

6. What is the default name of workbook?
   a) Workbook1   **b) Book1**   c) Book11

7. Which of the following menu contains the "Print" Option?
   a) Home   **b) File**   c) Insert

8. How many types of views are there in worksheet?
   a) 3   b) 4   c) 5

9. _____ is a shortcut key to insert a new worksheet in a workbook.
   a) Ctrl + F11   b) Shift + F12   c) Shift + F11

10. By default, number is _____ aligned in MS Excel 2019.
    a) Right   b) Left   c) Center

11. Which feature of Excel is used to add duplicate entries or a data series to worksheet cells?
    a) Autofill   b) Autosum   c) Cell style

12. To open already saved file click on File menu → select _____ option.
    a) Save   b) New   **c) Open**

13. The first cell address of a worksheet is _____.
    a) A1   b) A10   c) A11

14. The extension of Excel 2019 file is:
    a) .docx   **b) .xlsx**   c) .pptx

15. The intersection of a column and a row is called _____.
    a) Box   **b) Cell**   c) Formula

16. In PowerPoint, which tab would you use to insert a table?
    a) Animations   b) File   **c) Insert**

17. A hospital has implemented an AI-based system to assist doctors in diagnosing medical conditions from X-ray images. The system uses deep learning models to analyze the images and detect conditions like pneumonia or fractures. Which AI domain is most likely being used in this system?
    a) CV   b) DATA   c) NLP

18. A company deploys a chatbot on its website that can answer customer queries about products, track orders, and provide troubleshooting help. The system can process and understand questions in natural language and generate appropriate responses. Which AI domain is the chatbot primarily utilizing?
    a) NLP   b) DATA   c) CV

Q-2 Fill in the blank.

1. Collection of worksheets are called **Workbook.**
2. The rows and columns in Excel are collectively called **Worksheet.**
3. **Page Break Preview** indicates page breaks with lines.
4. The selected cell is called **Active cell.**
5. By default, Excel worksheets are saved with **.xlsx** file extension.
6. A PowerPoint presentation can be viewed in **Slide Sorter** view to see all slides at once.
7. To change the layout of a slide, click on the **Layout** button.
8. You can customize the appearance of SmartArt and charts by using the options in the **Format** and Design tabs.
9. **Computer Vision (CV)** is the domain of AI that allows computers to understand and interpret images, videos, and visual information.

Q-3 Write True or False.

1. MS Excel is the spreadsheet used for calculation.   **True**
2. A worksheet is a collection of rows and columns.   **True**
3. A cell is an intersection of row and column.   **True**
4. The data is a cell can be aligned both vertically and horizontally.   **True**
5. The number of rows in a single worksheet is 16384.   **False**
6. The name box displays the cell reference of an active cell.   **True**
7. Ctrl + A is a shortcut to select the whole worksheet.   **True**
8. We cannot insert new worksheets in MS Excel   **False**

Q-4 Application based Questions:

1) While presenting, Meera wants to move from one slide to the next smoothly with a special effect.

   Which feature should she use?

   Ans: Slide Transition

2) Rahul wants to change the order of slides in his presentation.

   Where can he easily drag and rearrange slides?

   Ans: Slides Thumbnail Pane

3) Sanya wants to highlight an important word by making it bold and changing its color.

   Which tab will she use?

   Ans: Home tab

4) During a class presentation, Rohan wants to hide a slide without deleting it.

   Which PowerPoint option should he use?

   Ans: Hide Slide

5) Riya wants to create a presentation for her science project. She wants the same design on all slides.

   Which PowerPoint feature should she use?

   Ans: Theme

6) Ananya wants to copy the same formula to many cells quickly. **Which Excel tool will help her?**

   Ans: Fill Handle

7) Rahul accidentally deleted important data in Excel. He wants to bring it back immediately.

   Which command should he use?

   Ans: Undo (Ctrl + Z)