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Standard: X

Subject: Computer Studies (024)

Chapter : 8. Charts in Calc

- (1) Which of the following option is used to print a chart ?
- (A) File → Print (B) File → View
(C) Insert → Chart (D) View → Chart
- (2) The charts in Calc may have how many of the following axis ?
- (A) Two (B) Three
(C) Two or Three (D) Four
- (3) Which of the following is used to enter 3D text in Calc ?
- (A) Font Work (B) Art Work
(C) Drawing Work (D) Graph Work
- (4) Which of the following is used to provide a link to the chart ?
- (A) Active link (B) Drawing link
(C) Hyper link (D) Connecting link
- (5) Which of the following shows us the preview of the chart ?
- (A) Save as XHTML (B) Page Preview
(C) Export Chart (D) Any of these
- (6) To fix the column or row in a data range – to make it absolute, which symbol is used ?
- (A) \$ (B) #
(C) & (D) %
- (7) To which of the entity can a Calc chart be linked ?
- (A) To an existing document (B) To a new document
(C) Web Page (D) All of these
- (8) Which of the following is the first step to create a chart ?
- (A) Formatting data (B) Preparing data
(C) Editing data (D) Deleting data

- (9) How many types of chart are there in Calc ?
(A) 8 (B) 9
(C) 10 (D) 11
- (10) Chart Wizard has _____ steps.
(A) three **(B) four**
(C) five (D) six
- (11) Which is the first step of Chart Wizard ?
(A) Chart Type (B) Data Range
(C) Data Series (D) Chart Elements
- (12) Which is the second step of Chart Wizard ?
(A) Data Series (B) Chart Elements
(C) Chart Type **(D) Data Range**
- (13) Which is the third step of Chart Wizard ?
(A) Chart Elements **(B) Data Series**
(C) Data Range (D) Chart Type
- (14) Which is the fourth step of Chart Wizard ?
(A) Data Range (B) Chart Type
(C) Chart Elements (D) Chart Series
- (15) Which button is used to go forward with the steps in Chart ?
(A) Go To **(B) Next**
(C) Second (D) Move
- (16) Where the legend is displayed by default ?
(A) Top (B) Bottom
(C) Left **(D) Right**
- (17) Which component of chart indicate extra information or use of chart ?
(A) Title **(B) Sub Title**
(C) Data Series (D) Legend
- (18) Which of the following is the main component in Chart Area ?
(A) Chart (B) Legend
(C) Chart Floor (D) Chart Wall
- (19) Which component of the chart is as parallel surface ?
(A) Chart Area (B) Data Series
(C) Chart Floor (D) Legend

- (20) Which menu - option is used to display Chart tool button ?
(A) Insert → Toolbars (B) View → Toolbars
(C) Format → Toolbars (D) Tools → Toolbars
- (21) Which method is used to change the location of the chart ?
(A) Drag (B) Move
(C) Change (D) Modify
- (22) Which option part is used to change the size of chart ?
(A) Arrow (B) Handle
(C) Cursor (D) Legend
- (23) Which menu – option is used to change the type of graph ?
(A) Edit → Chart Type (B) Tools → Chart Type
(C) View → Chart Type (D) Format → Chart Type
- (24) Which toolbar is used to format X and Y axis ?
(A) Chart Standard Toolbar (B) Chart Formatting Toolbar
(C) Chart Drawing Toolbar (D) Chart Axis Formatting Toolbar
- (25) Which feature is provided by legend dialog box ?
(A) To set borders of legend area (B) To format legend area
(C) To set transparence of legend (D) All of these
- (26) Which chart is circular ?
(A) Column (B) Area
(C) Pie (D) Stock
- (27) Which menu – option is used to create hyperlink ?
(A) Insert → Hyperlink (B) Format → Hyperlink
(C) View → Hyperlink (D) Edit → Hyperlink
- (28) Which type of link can be given in Hyperlink type dialog box ?
(A) Web (B) FTP
(C) Telnet (D) All of these
- (29) What is the full form of FTP ?
(A) Folder Transfer Protocol (B) File Transfer Protocol
(C) Frame Transfer Protocol (D) Form Transfer Protocol
- (30) Which shortcut key is important to follow hyperlinks ?
(A) Ctrl + Alt (B) Ctrl + Tab
(C) Ctrl + Shift (D) Ctrl + Enter

