

D. Name any four types of charts and draw diagram for each? (4 Marks)

E. Fill in the blanks (10 Marks)

1. The Chart Styles group is present in the _____ tab of the ribbon.
2. A _____ chart shows comparisons among individual item.
3. _____ is a rectangular area bounded by two axes where the chart is plotted.
4. A _____ chart is a tiny chart that gets embedded into a single cell in a worksheet. .
5. Y axis is also known as _____.
6. Hexadecimal number system has _____ digits in it.
7. In binary addition 1- 1 equals to _____.
8. Zero was invented by _____.
9. When sorting is performed on more than one column, it is called _____.
10. To filter data we use _____ tab on the ribbon.

SECTION-B

F. Short Answer type Question-1

1. What is data consolidation? (2)
2. Define data points? (2)
3. What is combo chart? (2)
4. Why computer uses Binary Number System. (2)

G. Long Answer type Question

1. Write four advantages of chart? (4)
2. Write the steps to convert a binary number into decimal number with example? (4)
3. What is the difference between sorting and filtering? (4)