Circle the letter of the choice that correctly completes the sentence or

answers the question.

1. Formulas are calculations used to identify the between spreadsheet
cells.
   a. relationship   c. similarities
   b. distance   d. function
2. In Excel, a built-in formula, such as AVERAGE, is known as a(n) .
   a. operator   c. range
   b. AutoFormula   d. function
3. A symbol that represents a specific mathematic function is a(n) .
   a. icon   c. pointer
   b. arithmetic operator   d. formula
4. Which of the following is not an Excel function?
   a. sort   c. Min
   b. Average   d. Sum
5. When a formula is copied from one cell to another, Excel adjusts the formula
automatically.
This is called .
   a. cutting and pasting   c. relative addressing
   b. moving   d. formula addressing
6. If C4 = $8.50 and E8 = $5.50, then what would be the result of the formula or
function =C4-E8?
   a. −$3.00   c. −$3.50
   b. $3.00   d. $3.50
7. If A1 = 5, B1 = 10, and C1 = 15, what would be the result of the formula or
function
=AVG(A1:C1)?
   a. 5   c. 10
   b. 8   d. 12
8. If B1 = 75, B2 = 100, and B3 = 125, what would be the result of the formula or
function =MAX(B1:B3)?
   a. 75   c. 125
   b. 100   d. 300
9. A group of cells is referred to as a(n) .

a. column   c. range

b. row   d. group

10. Formulas can either be entered into an individual cell or into the .

    a. Address bar   c. Tool bar

    b. Formula Bar   d. Arithmetic bar