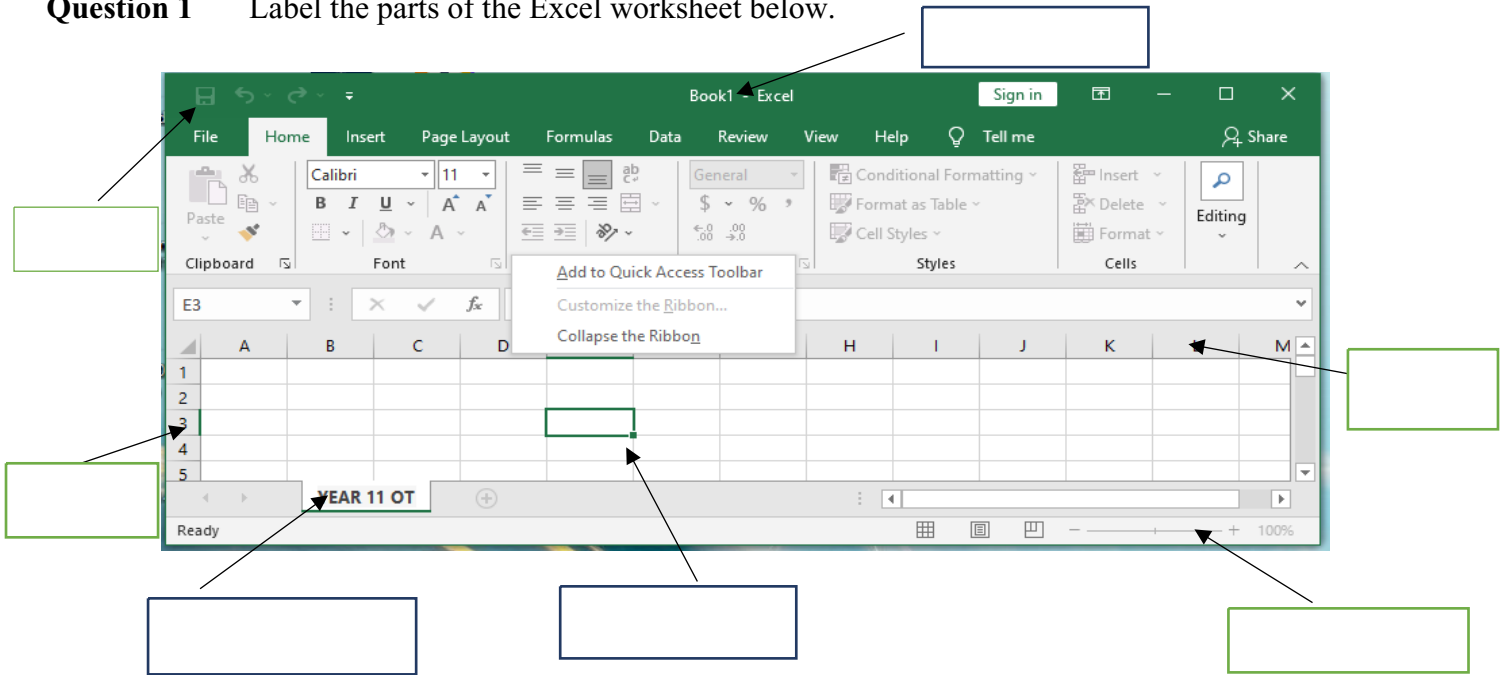


**SANGAM SKM COLLEGE- NADI**  
**YEAR 11**  
**OFFICE TECHNOLOGY**  
**WORKSHEET 5**

**Question 1** Label the parts of the Excel worksheet below.



**Question 2** Fill in the arithmetic operators that are used in MS Excel

Multiplication	
Division	
Addition	
Subtraction	

**Question 3** Short Answer

- i) Explain the difference between value and label and give an example of each.
- ii) Name **three** different types of entries.

