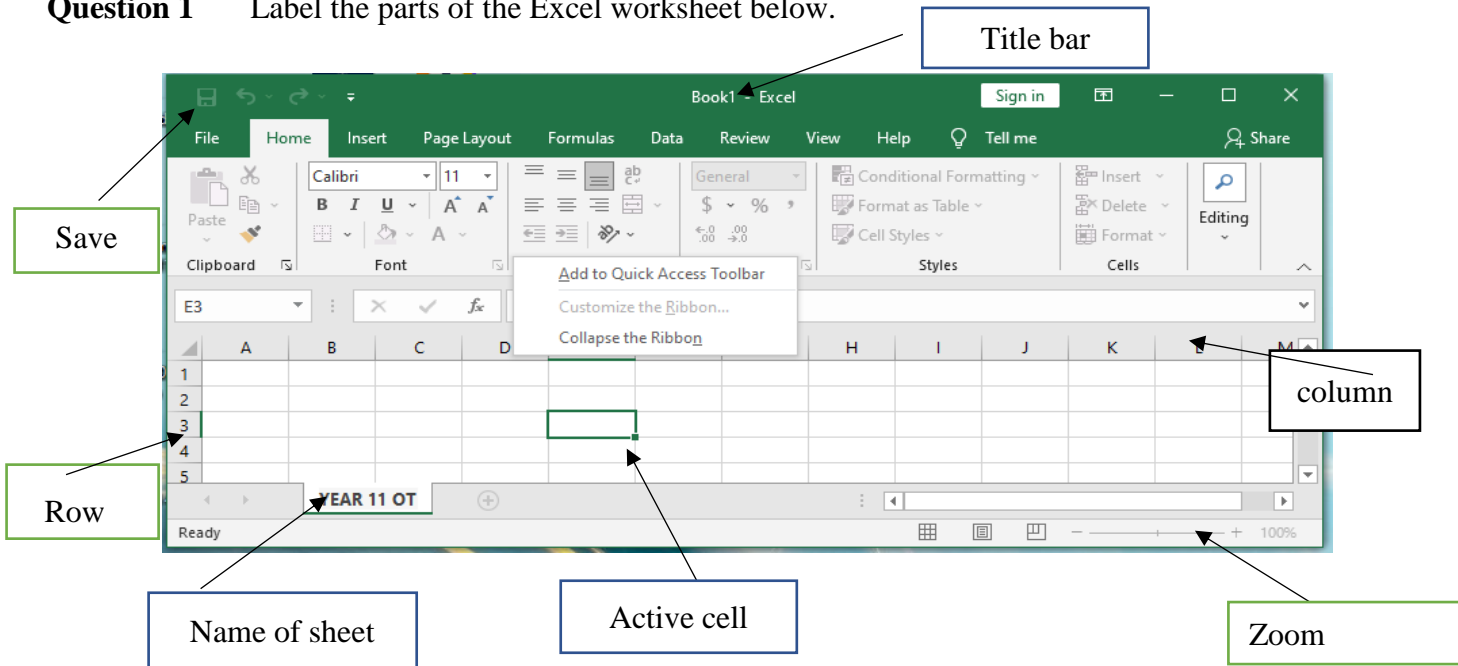


SANGAM SKM COLLEGE- NADI
YEAR 11
OFFICE TECHNOLOGY
WORKSHEET WEEK – 5 SOLUTION

Question 1 Label the parts of the Excel worksheet below.



Question 2

Multiplication	*
Division	/
Addition	+
Subtraction	-

Question 3

- i) **Values are numbers on which calculation can be done while labels are words that describe information in a worksheet**
- ii) **Text or label, value, and formula**