

## **CHAPTER : 2 MORE ON EXCEL 2016**

### **A.Tick the correct option**

**1. Which key combination is used to select multiple non-adjacent cells?**

**Answer: c. Ctrl + Click**

**2. What is the shortcut key to copy data in Excel?**

**Answer: a. Ctrl + C**

**3. To insert a new column in Excel, you should:**

**Answer: b. Right-click on the column letter**

**4. Which of the following is a function of the Formula Bar?**

**Answer: b. To edit cell contents**

**5. The method to adjust the width of a column is:**

**Answer: a. Using the Home tab's Format button**

**6. What does merging cells do in Excel?**

**Answer: b. Combines multiple cells into one**

### **B. Fill in the blanks**

- 1. copy**
- 2. Formula Bar**
- 3. range**
- 4. Insert**
- 5. Shift**

### **.C. Write T for True and F for False statements**

**1. You can only edit data in Excel using the Formula Bar .Answer: F**

- 2. The Shift key is used to select non-adjacent cells. Answer: F**
- 3. You cannot change the width of a single column in Excel. Answer: F**
- 4. The Merge & Center button combines and centres the content of selected cells**

**Answer: T**

- 5. Excel allows you to move data but not copy it**

**Answer: F**

**D. Answer the following questions in brief**

- 1. What is the use of the Name Box in Excel?**

**Answer: The Name Box displays the address of the active cell or the name of a selected range.**

- 2. How can you edit data directly in a cell?**

**Answer: Double-click the cell.**

- 3. What is the difference between copying and moving data?**

**Answer: Copying duplicates data, leaving the original in place, while moving transfers it to a new location, removing it from the original.**

- 4. How do you insert a new column in Excel?**

**Answer: Right-click a column header and select 'Insert' from the context menu.**

**5. What is the function of the Merge & Center button?**

**Answer: It combines multiple selected cells into a single larger cell and centers the content within it.**

**CHAPTER : 10 INTERLLIANCE AND AI APPROACHES**

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**A. TICK THE CORRECT OPTION:**

**1. Which AI is designed to perform a wide range of tasks like humans?**

**Answer: (b) General AI**

**2. Which AI approach relies on predefined rules to make decisions?**

**Answer: (c) Rule-Based Approach**

**3. Logical-mathematical intelligence involves:**

**Answer: (b) Problem-solving**

**4. Spatial intelligence helps in:**

**Answer: (b) Visualising objects**

**5. Bodily-kinesthetic intelligence is important for:**

**Answer: (a) Athletes**

**B. FILL IN THE BLANKS:**

**1. The ability to learn, reason and solve problems is called\_\_\_\_\_.**

**Answer: Intelligence**

**2. \_\_\_\_\_ is the branch of computer science that deals with creating intelligent systems.**

**Answer: Artificial Intelligence**

**3. \_\_\_\_\_ is a type of AI that allows computers to understand and interpret human language.**

**Answer: Natural Language Processing**

**4. \_\_\_\_\_ are AI systems that mimic the decision-making ability of a human expert.**

**Answer: Expert Systems**

**5. \_\_\_\_\_ involves training algorithms to learn patterns from data and make predictions.**

**Answer: Machine Learning**

**C. Write T for true and F for false statements.**

**1. Musical intelligence is about understanding visual arts.**

**Answer: F**

**.2. Intrapersonal intelligence involves self-reflection.**

**Answer: T**

**3. General AI is already widely available and used in many applications.**

**Answer: F**

**4. Natural Language Processing is used in voice assistants like Siri and Alexa.**

**Answer: T**

**5. Rule-based AI systems are highly adaptable and can learn from new data.**

**Answer: F**

**D. Match the following.**

<b>1. Linguistic Intelligence</b>	<b>(a) Writers (1)</b>
<b>.2. Logical-Mathematical Intelligence</b>	<b>(b) Scientists (2)</b>
<b>3. Spatial Intelligence</b>	<b>(c) Architects (3)</b>
<b>4. Bodily-Kinesthetic Intelligence</b>	<b>(d) Athletes (4)</b>
<b>5. Musical Intelligence</b>	<b>(e) Musicians (5)</b>

**E. Answer the following questions in brief.**

**1. What is intelligence?**

**Answer: Intelligence is the ability to acquire and apply knowledge and skills.**

**2. Name two types of intelligence proposed by Gardner.**

**Answer: 1) linguistic intelligence**

**2) logical-mathematical intelligence.**

**3. Define Artificial Intelligence.**

**Answer: Artificial Intelligence (AI) is the branch of computer science that focuses on creating machines**

**that can perform tasks that normally require human intelligence**

**4. What is the difference between Narrow AI and General AI?**

**Answer: Narrow AI (ANI) is designed and trained for a specific task.**

**General AI (AGI) is a abilities across many different tasks.**

**5. List two applications of AI in healthcare.**

**Answer: 1) disease diagnosis**

**2) drug discovery.**