

# ST. ANDREWS SCOTS SR. SEC. SCHOOL

## Chapter – 3 Formulas and Functions in Excel 2016

Class VI

Subject : Computer

### LET'S PLUG-IN (Page no. 34)

average marks and percentage is 90.

### LET'S CATCH UP (Page no. 44)

- |      |         |      |              |
|------|---------|------|--------------|
| 1. 5 | 2. Comp | 3. 7 | 4. 4/01/2021 |
| 5. 5 | 6. 3    |      |              |

### TEST YOUR SKILLS

- |        |        |         |          |         |
|--------|--------|---------|----------|---------|
| a. (i) | b. (i) | c. (ii) | d. (iii) | e. (iv) |
|--------|--------|---------|----------|---------|
- |      |      |      |      |      |
|------|------|------|------|------|
| a. F | b. F | c. F | d. F | e. T |
|------|------|------|------|------|
- |              |          |                |                |           |
|--------------|----------|----------------|----------------|-----------|
| a. Functions | b. Equal | c. square root | d. dollar (\$) | e. MIN () |
|--------------|----------|----------------|----------------|-----------|
- A cell reference is a cell address that can be used in a formula to denote a specific cell.
  - TODAY() AND NOW()
  - Relative cell referencing refers to a cell that is above or below and left or right to a number of rows or columns.
  - It is used to return the sum of a range.
- It calculates the square root or absolute value of a number, product of numbers, etc.  
The names of two Mathematical functions are Sum(range) and Product (range).
  - LEN function is used to return the length of the text string. For example: Input: =LEN("Touch")  
Output: 5
  - There are mainly two ways to enter a formula in a worksheet:
    - Typing the formula directly in the Cell: After typing an equal sign, enter the formula in the cell and press the Enter key. Result of the formula will appear in the cell.
    - Typing the formula in the Formula bar: After selecting the cell, type the formula in the formula bar starting with equal sign and then press the Enter key.
  - Rules to enter a function:
    - All Excel functions must begin with = sign.
    - Function name must be a valid Excel name.
    - Function must be followed by opening and closing parenthesis.
    - Most of the functions must contain an argument within it.
- SQRT: It returns the square root of the given number.
  - DAY: It returns the current day.
  - MOD: It returns the remainder after a number is divided by the divisor.
  - INT: It rounds number to an integer value.
  - MIN: It returns the smallest value in the given range.



1. Cell Reference

2.

