Screen Components Quiz
Click on the correct response.
If you are wrong you will be given the opportunity to:

• Try again
• Continue
• Quit

Click here to continue...
Question #1

This is the ______________ and it allows the user to move quickly through the worksheet.

Horizontal Ruler
Horizontal Tool Bar
Horizontal Scroll Bar
Question #2

This is the ____________ and it returns the window to its previous shape and size after minimizing it.
Question #3

This is the ______________ and it is used for emphasis to make certain words and phrases stand out.

Big Button
Back Button
Bold Button
Question #4

Which alignment option makes your text fit into a column?

- Merge cells
- Center
- Wrap text
Question #5

This is the _______________ and it organizes selected date in ascending or descending order.

Alphabet Button  Spell Check Button  Sort Button
Question #6

This is the ________________ and it provides the names of the categories for the variety of available commands.

Selection Toolbar
Tabs Bar
Horizontal Scroll Bar
This is the ________________ and it adds the selected range of cells.

Autosum Button  Plus Button  Addition Button
Question #8

This is the ________________ and it will ask the user if he/she wants to save changes to the workbook and exit the entire program.
Question #9

This is the ____________________.

Horizontal Tool Bar  Column Headings Bar  Horizontal Scroll Bar
Question #10

These are the ____________ buttons and they line up text a particular distance from the edge(s) of a cell.
Correct

Try Again  Next Question  Exit
Correct

Try Again  Next Question  Exit
Correct

Try Again  Next Question  Exit
Correct
Correct

Try Again  Next Question  Exit
Correct

Try Again  Next Question  Exit
Correct

Try Again  Next Question  Exit
Correct

Try Again  Next Question  Exit
Incorrect
Incorrect
Incorrect

Try Again  Next Question  Exit
Incorrect
Incorrect
Incorrect
Incorrect
Incorrect
Incorrect

Try Again  Game Over  Exit