

Data Formats (Number, Text, Date and Time, Currency)

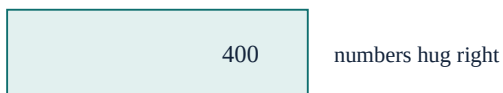
Unit: Data Analysis and Representation (Google Sheets) - Student Practice Worksheet

Overview: The class had collected Rs. 1,450 for the book fair. Anaya counted the notes twice to be sure. But the sheet on Pixel's screen insisted the total was Rs. 1,050. Four hundred rupees had gone missing inside a spreadsheet.

Practice Questions (30 Total)

Section A - Easy

Q1. In Google Sheets, a real number lines up on which side of the cell?



- ☐ A. The left
- ☐ B. The right
- ☐ C. The centre
- ☐ D. The top

Q2. What does typing Rs 400 into a cell actually store?

- ☐ A. The number 400, with a Rs. symbol added automatically
- ☐ B. A piece of text, because letters were mixed in with the digits
- ☐ C. An error, because Sheets cannot accept letters
- ☐ D. A date, because Sheets guesses from the R and s

Q3. Which menu path changes a cell's format?

- ☐ A. Data, then Sort range
- ☐ B. Insert, then Number
- ☐ C. Format, then Number
- ☐ D. File, then Settings

Q4. Which side of a cell does text stick to?

Rs 400

text hugs left

- ☐ A. The left
- ☐ B. The right
- ☐ C. The middle
- ☐ D. The bottom

Q5. In the book fair sheet, what did the total show before the mistake was fixed?

- ☐ A. Rs. 1,050
- ☐ B. Rs. 1,450
- ☐ C. Rs. 1,400
- ☐ D. Rs. 950

Q6. How many children entered money for the book fair collection?

- ☐ A. Three
- ☐ B. Two
- ☐ C. Five
- ☐ D. Four

Q7. Which format did Meera choose after retyping just the digits?

Currency

■400 after digits only

- ☐ A. Number
- ☐ B. Plain text
- ☐ C. Date
- ☐ D. Currency

Q8. What did Anaya type for the date that caused a sorting problem?

- ☐ A. 12/08/2026
- ☐ B. August 12
- ☐ C. 12-08-26
- ☐ D. 12 aug

Q9. Which menu did Ms. Rao use to fix Meera's cell?

- ☐ A. Insert ■ Cell
- ☐ B. Format ■ Number
- ☐ C. Data ■ Sort range
- ☐ D. File ■ Settings

Q10. What was the total once Meera's entry was fixed?

- ☐ A. Rs. 1,050
- ☐ B. Rs. 1,400
- ☐ C. Rs. 1,450
- ☐ D. Rs. 1,500

Section B - Medium

Q11. What total does =SUM(B2:B5) show for this collection sheet?

250 + 300 + skip + 500

SUM = 1050

- ☐ A. 1050
- ☐ B. 1400
- ☐ C. 1450
- ☐ D. 1850

Q12. Anaya typed 12 aug and it sat on the left of the cell. What does that tell you?

- ☐ A. Sheets stored a real date
- ☐ B. Sheets stored it as text
- ☐ C. The column is too narrow
- ☐ D. The date is in the future

Q13. Meera deletes her entry, types 400 and chooses Currency. What does =SUM(B2:B5) show now?

- ☐ A. 1050
- ☐ B. 1350
- ☐ C. 1400

☐ D. 1450

Q14. In the collection sheet, whose entry made the total come out Rs. 400 short?

250
Rs 400

- ☐ A. Meera's, because she typed Rs 400 as text
- ☐ B. Anaya's, because she typed 250 as text
- ☐ C. Kabir's, because he typed 300 twice
- ☐ D. Rohan's, because he typed 500 as a date

Q15. Anaya typed 12/08/2026 and chose Date. Why does this sort correctly while '12 aug' does not?

- ☐ A. Because 12/08/2026 has more digits than 12 aug
- ☐ B. Because Date format only works with numbers, and 12 aug has letters in it
- ☐ C. Because Sheets stores a real date as an actual point in time, not just as the words that were typed
- ☐ D. Because 12/08/2026 is shorter to type than 12 aug

Q16. Which of these would Ms. Rao most likely tell the class to store as Plain text, not Number?

- ☐ A. The total money collected
- ☐ B. The date of the book fair
- ☐ C. A four-digit room code like 0192
- ☐ D. The price of a single book

Q17. Why does Currency format still let a cell add up, while typing 'Rs 400' does not?

400	Rs 400
-----	--------

- ☐ A. Currency only changes how a real number is shown; typing 'Rs' makes the whole entry text instead of a number
- ☐ B. Currency is a totally different kind of data from a number
- ☐ C. Typing 'Rs' converts the cell to Currency automatically
- ☐ D. Currency format removes the digits and keeps only the symbol

Q18. Sorting the rows by date put 12 aug after 3 September. Why did this happen?

- ☐ A. Because September comes before August in the school calendar
- ☐ B. Because Sheets always sorts text before numbers
- ☐ C. Because Anaya sorted the wrong column by mistake
- ☐ D. Because '12 aug' was stored as text, and Sheets sorted it alphabetically like a word, not as a real date

Q19. Before the fix, =SUM of the four collection cells produced Rs. 1,050. What does that number actually represent?

- ☐ A. The full Rs. 1,450 collected, shown with a rounding error
- ☐ B. Only Meera's Rs. 400, since text always shows on its own
- ☐ C. An error message written as a number
- ☐ D. Anaya's 250 + Kabir's 300 + Rohan's 500, since SUM skipped Meera's text entry

Q20. If a fifth child had typed 'Rs. 350' with the Rs. symbol typed by hand rather than chosen from Currency format, what would most likely happen?

- ☐ A. Sheets would automatically strip the Rs. symbol and treat it as a number
- ☐ B. The entry would likely be stored as text and skipped by SUM, the same mistake Meera made
- ☐ C. Sheets would refuse to save the cell at all
- ☐ D. The entry would be treated as a date

Section C - Challenge

Q21. Two children each enter four hundred rupees. One cell shows its amount on the left, the other on the right. Which statement correctly identifies which one adds up, and how to fix the other?

400	400
-----	-----

- ☐ A. The right-hugging cell is a real number and will add up; the left-hugging one is text and needs retyping as digits only, then formatted as Currency
- ☐ B. The left-hugging cell is a real number and will add up; the right-hugging one is text and needs a Rs. symbol typed in by hand
- ☐ C. Both cells will add up the same way, since they both show four hundred rupees
- ☐ D. Neither cell will add up until both are changed to Plain text

Q22. Meera argues that typing 'Rs 400' is clearer for a reader than typing '400' and choosing Currency. Which response best explains why Ms. Rao's way is still better for a spreadsheet?

- ☐ A. Choosing Currency shows the Rs. sign just as clearly, but also keeps the value a real, addable number — typing 'Rs' by hand achieves the clarity but breaks the maths
- ☐ B. Typing 'Rs 400' is actually just as good, since both display the same words on screen
- ☐ C. Neither method matters, because Sheets ignores currency symbols either way
- ☐ D. Choosing Currency is only about making the sheet look tidy, not about the maths working

Q23. Design a rule for next year's collection sheet so the 'missing Rs. 400' mistake cannot happen again. Which rule below covers the problem completely?

- ☐ A. Everyone writes their amount on paper as well as typing it into the sheet
- ☐ B. The money column is set to Currency in advance, but nobody checks the sheet at the end
- ☐ C. Everyone types digits only, the money and date columns are set to Currency and Date in advance, and someone checks the total against the cash counted at the end
- ☐ D. Everyone is allowed to type the amount however they like, as long as the number is correct

Q24. A cell shows Rs. 400 but nobody typed a Rs. sign. Which statement correctly describes the difference between what the cell stores and what it shows?



format added the sign

- ☐ A. The cell stores the text 'Rs 400' and displays it as Rs. 400 automatically
- ☐ B. The cell stores the plain number 400; Currency format only changes how it is displayed, adding the Rs. sign on top
- ☐ C. The cell stores Rs. 400 exactly as shown, including the symbol, because that is what Currency format means
- ☐ D. The cell stores nothing until the format is changed, and only then does a value appear

Q25. Both a phone number and a room code look like numbers but should usually be stored as Plain text. What do they have in common that makes this true?

- ☐ A. They are always exactly four digits long
- ☐ B. They must be typed with a Rs. symbol in front

- ☐ C. They are used only once and then deleted
- ☐ D. Nobody ever needs to add, average or sort them by size — they are labels, not amounts

Q26. A column of dates contains one entry typed as '5/6/26' and formatted as Date, and another typed as '5th June' and left as Plain text. What problem will this mixed column cause?

- ☐ A. Neither entry can ever be displayed on screen
- ☐ B. Sorting the column will be inconsistent, since only one entry is a real date and the other is just a word
- ☐ C. Sheets will automatically convert both to exactly the same format
- ☐ D. The column will refuse to accept any further entries

Q27. Kabir notices Meera's amount sits on the left while everyone else's sits on the right, before anyone tells him it is wrong. What has he actually used to catch the bug?



- ☐ A. He recounted the cash by hand
- ☐ B. He asked Meera directly what she typed
- ☐ C. He checked the SUM formula's code
- ☐ D. He used the alignment clue — right means number, left means text

Q28. Which situation shows a format doing real, useful work, beyond simply making a cell look nice?

- ☐ A. Choosing a bigger font size for the column headers
- ☐ B. Colouring the background of the total row yellow
- ☐ C. Setting a column to Date so that rows sort into true calendar order rather than alphabetical order
- ☐ D. Widening a column so longer words fit on one line

Q29. Suppose the book fair sheet's date column had been left completely unformatted (no format chosen at all) rather than set to Date. What is the most likely result?

- ☐ A. Digits-only entries like 12/08/2026 would likely still work as real dates, but a mixed entry like '12 aug' would still end up as text
- ☐ B. Every date in the column would automatically be treated as Currency instead
- ☐ C. The whole sheet would stop working until a format was chosen

- ☐ **D.** All dates would be stored identically no matter how they were typed

Q30. Ms. Rao's fix worked because it changed both what was typed AND what format was chosen. Which statement best explains why fixing only one of those two would not have been enough?

- ☐ **A.** Typing digits only, without setting Currency, is exactly as good, since Sheets guesses the format from the digits alone
- ☐ **B.** Typing letters like 'Rs' still makes the cell text even under Currency format, and formatting an already-typed text cell does not undo the damage — both need to be right
- ☐ **C.** Setting Currency format always overrides whatever was typed, no matter what
- ☐ **D.** Only the typing matters; the format chosen makes no real difference to whether a cell adds up

Answer Key

Q1: (B) (b) The right. (a) is tempting because we read from the left, but Sheets pushes real numbers to the right edge, and that is the free clue.

Q2: (B) (b) A piece of text. The letters make the whole entry text, which is exactly why Rs. 400 went missing from the total. (a) describes Currency format, which only happens if you choose it — typing the letters yourself does not.

Q3: (C) (c) Format, then Number. (a) Data ■ Sort range is a real menu, but it rearranges rows instead of changing what a cell holds.

Q4: (A) (a) The left. Meera's "Rs 400" sat against the left edge, which is exactly what told Kabir something was wrong.

Q5: (A) (a) Rs. 1,050. The sheet skipped Meera's text entry, so Rs. 400 seemed to have vanished. (b) Rs. 1,450 is the true amount, once the bug was fixed.

Q6: (D) (d) Four: Anaya, Kabir, Meera and Rohan.

Q7: (D) (d) Currency. The cell then showed Rs. 400 and jumped to the right edge, proving it was a real number again.

Q8: (D) (d) 12 aug. It sat on the left like text, and sorting by date put it after 3 September, which is not how August works.

Q9: (B) (b) Format ■ Number. That opened the list of formats — Number, Currency, Date, Time, Plain text.

Q10: (C) (c) Rs. 1,450. Nobody had taken anything — the missing Rs. 400 had simply been stored as text.

Q11: (A) (a) 1050. $250 + 300 + 500 = 1050$, because SUM skips the text in B4. (c) 1450 is the money actually collected — the gap between the two is the bug.

Q12: (B) (b) Sheets stored it as text. Real dates go right; this one hugged the left. (c) is tempting, but a narrow column changes what you can see, not which side an entry sits on.

Q13: (D) (d) 1450. Once B4 holds a real number, SUM adds all four: $250 + 300 + 400 + 500 = 1450$. (a) 1050 is the old broken total.

Q14: (A) (a) Meera's. She typed "Rs 400" to be clear, which turned the whole entry into text that SUM could not add. (b) never happened — Anaya's 250 sat correctly on the right.

Q15: (C) (c) Sheets stores a real date as an actual point in time, so dates always sort in true calendar order. (b) is close but wrong — Date format's real difference is what it stores, not just whether letters are allowed.

Q16: (C) (c) A room code, like a phone number, only looks like a number — nobody adds, averages or sorts it by size, so Plain text is the right format. (a) and (d) are genuine amounts that need to add up.

Q17: (A) (a) Currency only changes how a real number is displayed; it does not change what is stored. Typing 'Rs' by hand, though, turns the whole entry into text. (c) is the opposite of what really happens.

Q18: (D) (d) '12 aug' was stored as text, so it got sorted alphabetically like a word rather than by calendar order. (a) is not true — September never comes before August.

Q19: (D) (d) $250 + 300 + 500 = 1050$ — SUM simply ignored Meera's text cell rather than treating it as zero or an error. (c) is not what happened; no error ever appeared on screen.

Q20: (B) (b) Typing any symbol by hand alongside the digits, Rs. included, turns the entry into text — the same trap Meera fell into with "Rs 400". (a) is wrong; Sheets never edits what you typed for you.

Q21: (A) (a) The right-hugging cell holds a real number; the left-hugging one is text and needs its letters removed, then Format ■ Number ■ Currency applied. (d) is backwards — Plain text is exactly what stops a cell adding.

Q22: (A) (a) Currency format gives Meera exactly the clarity she wanted, the Rs. sign, without sacrificing the ability to add the cell up. (d) misses the real point — the format choice is about the maths, not just appearance.

Q23: (C) (c) This covers all three parts that matter: what people type, the formats set in advance, and a real end-of-day check. (b) sets the format but skips the check, which is exactly how mistakes slip through unnoticed.

Q24: (B) (b) The stored value is still the plain number 400; Currency format just adds the Rs. sign and decimals on top of that display. (c) confuses the display with the stored value, which is exactly the mix-up the story warns against.

Q25: (D) (d) A phone number and a room code are labels, not quantities — nobody ever sums two phone numbers together. (a) is false; phone numbers and room codes can be any length.

Q26: (B) (b) A mixed column sorts unreliably, exactly the way '12 aug' broke the order in the story's own date column. (c) is wrong — Sheets never quietly rewrites what you typed into a different format.

Q27: (D) (d) He used the alignment clue: numbers and currency hug the right, text hugs the left, and one left-hugging amount in a right-hugging column is the tell. (a) is what Anaya did first, before the alignment clue was noticed.

Q28: (C) (c) Date format changes what the column can actually do — sort in real calendar order — not just how it looks. (a), (b) and (d) are all purely cosmetic changes.

Q29: (A) (a) Sheets often guesses a sensible format from digits-only entries even with no format chosen, but mixed letters-and-digits like '12 aug' still land as plain text either way. (d) is exactly the mistake the whole story is built around.

Q30: (B) (b) Meera had to both delete the letters and choose Currency — doing only one would have left either a labelled-but-broken cell or a plain number nobody could tell was money. (c) is false; choosing a format does not rewrite existing text into a number.

You've got this! Keep learning and shining! - Ruchi Math Coaching