

Multiple Choice Questions	Answer	Remarks
Q1. What is the shortcut key to insert a new worksheet in Excel? (a) Ctrl+F11 (b) Alt+F11 (c) Shift+F11 (d) Shift+Alt+F11	c	✓
Q2. What is the function to sum a range of cells in Excel? (a) ADD (b) SUM (c) SUMA (d) SUMS	d	✗
Q3. Which of the following is NOT a type of pivot table? (a) Standard pivot table (b) Pivot chart (c) Timeline pivot table (d) Slicer pivot table	b	✓
Q4. Which of the following is NOT a way to filter data in Excel? (a) AutoFilter (b) Advanced Filter (c) Slicer (d) Data validation	d	✓
Q5. Which of the following is NOT a type of data connection in Excel? (a) OLE DB connection (b) ODBC connection (c) HTTPS connection (d) Text file connection	b	✗

Basic Excel Questions And Answers

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Basic Excel Questions And Answers:

Intermediate Microeconomics with Microsoft Excel Humberto Barreto,2009-06-15 Features dynamic visualization using live graphs

Using Microsoft Excel 97 Joshua C. Nossiter,1996 Readers of this to the point resource can quickly become users Whether for personal or business needs this complete guide teaches readers the fundamentals of understanding and using Excel in a non technical practical fashion Learn how to make lists and charts look good and find out how to put them to work Designed for comfort ease of use and ready access so jobs can be accomplished quickly Informative sidebars can be easily located for quick reference by busy readers

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