

## Chapter 1 Excel: Creating and Editing Workbooks

1. In Microsoft Excel, the file you create and edit is called a:
  - a. Form
  - b. Ledger
  - c. Table
  - d. **Workbook**
  - e. Record
  
2. By default, Excel 2019 files are saved with this extension.
  - a. .xls
  - b. **.xlsx**
  - c. .csv
  - d. .xbl
  - e. .ods
  
4. When you click on a cell to activate it, the cell address appears in the:
  - a. formula window
  - b. **name box**
  - c. task bar
  - d. dropdown menu
  - e. comment bubble
  
5. When you want to delete characters in a cell to the left of the insertion point press:
  - a. Delete
  - b. Enter
  - c. Edit
  - d. **Backspace**
  - e. End

# Microsoft Excel Chapter 1 Test Answers

**Patrick Espake**



## **Microsoft Excel Chapter 1 Test Answers:**

## Unveiling the Energy of Verbal Artistry: An Mental Sojourn through **Microsoft Excel Chapter 1 Test Answers**

In a global inundated with monitors and the cacophony of instant conversation, the profound energy and psychological resonance of verbal beauty frequently diminish in to obscurity, eclipsed by the constant barrage of noise and distractions. Yet, located within the lyrical pages of **Microsoft Excel Chapter 1 Test Answers**, a interesting perform of fictional splendor that impulses with raw emotions, lies an remarkable trip waiting to be embarked upon. Penned by a virtuoso wordsmith, this exciting opus courses viewers on a psychological odyssey, gently revealing the latent possible and profound impact embedded within the intricate web of language. Within the heart-wrenching expanse of this evocative evaluation, we will embark upon an introspective exploration of the book is key themes, dissect their fascinating publishing fashion, and immerse ourselves in the indelible impact it leaves upon the depths of readers souls.

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