

## Student Result

**Student Name:** Tejas Dasnur

**Exam:** Excel\_test

**Score:** 1.0/50.0

**Percentage:** 2.00%

### Question-wise Summary

| Sr.no | Question                                                                      | Selected Answer | Correct Answer |
|-------|-------------------------------------------------------------------------------|-----------------|----------------|
| 1     | Which of the following is the default file extension for Excel 2016/2019/365? | .xlsx           | .xlsx          |
| 2     | Which symbol is used before a formula in Excel?                               | Not Answered    | =              |
| 3     | What function adds the values in a range?                                     | Not Answered    | SUM            |

|   |                                                           |                     |                                                   |
|---|-----------------------------------------------------------|---------------------|---------------------------------------------------|
| 4 | Which of the following is NOT a valid Excel data type?    | <i>Not Answered</i> | <b>Character</b>                                  |
| 5 | How do you start a new line within a cell?                | <i>Not Answered</i> | <b>Press Alt + Enter</b>                          |
| 6 | What is the shortcut to bold text in Excel?               | <i>Not Answered</i> | <b>Ctrl + B</b>                                   |
| 7 | Which tab contains options for inserting charts in Excel? | <i>Not Answered</i> | <b>Insert</b>                                     |
| 8 | How do you freeze the top row in Excel?                   | <i>Not Answered</i> | <b>View &gt; Freeze Panes &gt; Freeze Top Row</b> |

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|----|----------------------------------------------------------|---------------------|------------------------------------|
| 9  | What feature copies formatting from one cell to another? | <i>Not Answered</i> | <b>Format Painter</b>              |
| 10 | What does the COUNT function do?                         | <i>Not Answered</i> | <b>Counts only numbers</b>         |
| 11 | Which function returns the highest value in a range?     | <i>Not Answered</i> | <b>MAX</b>                         |
| 12 | Which function combines text from multiple cells?        | <i>Not Answered</i> | <b>Both A and C</b>                |
| 13 | What is the result of $=5+3*2$ in Excel?                 | <i>Not Answered</i> | <b>11</b>                          |
| 14 | What does the IF function return?                        | <i>Not Answered</i> | <b>Values based on a condition</b> |

|    |                                                               |                     |                         |
|----|---------------------------------------------------------------|---------------------|-------------------------|
| 15 | What is the shortcut to save an Excel workbook?               | <i>Not Answered</i> | <b>Ctrl + S</b>         |
| 16 | What is the shortcut to insert a new worksheet?               | <i>Not Answered</i> | <b>Shift + F11</b>      |
| 17 | What is the shortcut key to delete selected cells?            | <i>Not Answered</i> | <b>Ctrl + - (minus)</b> |
| 18 | Which key allows you to edit the contents of a selected cell? | <i>Not Answered</i> | <b>F2</b>               |
| 19 | What is the shortcut to open the Find dialog box?             | <i>Not Answered</i> | <b>Ctrl + F</b>         |

|    |                                                   |                     |                           |
|----|---------------------------------------------------|---------------------|---------------------------|
| 20 | Which chart is best for showing parts of a whole? | <i>Not Answered</i> | <b>Line chart</b>         |
| 21 | Where can you find the Sort & Filter options?     | <i>Not Answered</i> | <b>View Tab</b>           |
| 22 | Which feature is used to remove duplicate values? | <i>Not Answered</i> | <b>Remove Duplicate</b>   |
| 23 | Which function returns today's date?              | <i>Not Answered</i> | <b>TODAY()</b>            |
| 24 | What does conditional formatting do?              | <i>Not Answered</i> | <b>Deletes duplicates</b> |
| 25 | What is the default row height in Excel?          | <i>Not Answered</i> | <b>15</b>                 |

|    |                                                               |                     |                                   |
|----|---------------------------------------------------------------|---------------------|-----------------------------------|
| 26 | What is the maximum number of rows in Excel 2016?             | <i>Not Answered</i> | <b>1,048,576</b>                  |
| 27 | Which menu is used to protect a sheet?                        | <i>Not Answered</i> | <b>Review</b>                     |
| 28 | How many worksheets are there in a new Excel file by default? | <i>Not Answered</i> | <b>1</b>                          |
| 29 | What does .CSV stand for?                                     | <i>Not Answered</i> | <b>Comma Separated Value</b>      |
| 30 | What is Flash Fill used for?                                  | <i>Not Answered</i> | <b>Predictive filling of data</b> |
| 31 | What does AutoSum do?                                         | <i>Not Answered</i> | <b>Adds data</b>                  |

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|----|-----------------------------------------------------------------------|---------------------|---------------------------------|
| 32 | What does a red triangle in a cell corner indicate?                   | <i>Not Answered</i> | <b>Comment is added</b>         |
| 33 | What does the Fill Handle do?                                         | <i>Not Answered</i> | <b>Fills data automatically</b> |
| 34 | What is the name of the Excel file with macros?                       | <i>Not Answered</i> | <b>.xlsm</b>                    |
| 35 | What is the use of VLOOKUP?                                           | <i>Not Answered</i> | <b>Lookup vertical data</b>     |
| 36 | Which function returns the cell reference of a value?                 | <i>Not Answered</i> | <b>ADDRESS</b>                  |
| 37 | Which function helps to search data both vertically and horizontally? | <i>Not Answered</i> | <b>XLOOKUP</b>                  |

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|----|----------------------------------------------------------|---------------------|----------------------------|
| 38 | What function returns the position of a value?           | <i>Not Answered</i> | <b>MATCH()</b>             |
| 39 | Which of the following is NOT a lookup function?         | <i>Not Answered</i> | <b>FIND</b>                |
| 40 | What is used to restrict what users can enter in a cell? | <i>Not Answered</i> | <b>Data Validation</b>     |
| 41 | Which option is used to change cell number formats?      | <i>Not Answered</i> | <b>Format Cells</b>        |
| 42 | What does #DIV/0! mean?                                  | <i>Not Answered</i> | <b>Division by zero</b>    |
| 43 | What does #N/A indicate?                                 | <i>Not Answered</i> | <b>Value not available</b> |

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|----|-----------------------------------------------------------------|---------------------|-------------------------------------------------------|
| 44 | What does Ctrl + Z do?                                          | <i>Not Answered</i> | <b>Undo</b>                                           |
| 45 | What is the main purpose of Data Validation in Excel?           | <i>Not Answered</i> | <b>To restrict the type of data entered in a cell</b> |
| 46 | Where can you find the Data Validation feature in Excel?        | <i>Not Answered</i> | <b>Data tab</b>                                       |
| 47 | Which of the following is NOT a Data Validation option?         | <i>Not Answered</i> | <b>Chart</b>                                          |
| 48 | What can you use Data Validation for?                           | <i>Not Answered</i> | <b>Creating drop-down lists</b>                       |
| 49 | What is the primary purpose of Conditional Formatting in Excel? | <i>Not Answered</i> | <b>To highlight specific cells based on rules</b>     |

|    |                                                                         |                     |                         |
|----|-------------------------------------------------------------------------|---------------------|-------------------------|
| 50 | Which of the following can be highlighted using Conditional Formatting? | <i>Not Answered</i> | <b>All of the above</b> |
|----|-------------------------------------------------------------------------|---------------------|-------------------------|