

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	✗

Ms Word Excel Questions And Answers

Jean Elizabeth Lubke



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Knowledge-Based Intelligent Information and Engineering Systems Vasile Palade,2003-10-25 During recent decades we have witnessed not only the introduction of automation into the work environment but we have also seen a dramatic change in how automation has influenced the conditions of work While some 30 years ago the addition of a computer was considered only for routine and boring tasks in support of humans the balance has dramatically shifted to the computer being able to perform almost any task the human is willing to delegate The very fast pace of change in processor and information technology has been the main driving force behind this development Advances in automation and especially Artificial Intelligence AI have enabled the formation of a rather unique team with human and electronic members The team is

still supervised by the human with the machine as a subordinate associate or assistant sharing responsibility authority and autonomy over many tasks The requirement for teaming human and machine in a highly dynamic and unpredictable task environment has led to impressive achievements in many supporting technologies These include methods for system analysis design and engineering and in particular for information processing for cognitive and complex knowledge engineering

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for Teaching and Learning introduces teachers to the approaches methods and procedures for integrating not only computers but also other media into the curriculum This concise book provides the basics for becoming a knowledgeable educator in the 21st century understanding the foundations of learning and technology planning technology media supported learning experiences integrating technology and media meaningfully into the curriculum and ensuring the success of technology media supported lessons **PC World** ,1997 **The Academy** ,1905 **Sm Exploring MS Word 2000 I/M** Maryann Barber,Robert T. Grauer,1999-06 **Quicken 4 for Windows Answers** Mary Campbell,David R. Campbell,1995 This unique book provides answers to the most frequently asked questions about the latest version of the popular financial management system Quicken for Windows Topics include reconciling a register that doesn t agree with the bank statement entering a new rate for an adjustable mortgage and tracking an IRA Readers will learn to customize Quicken correct printer problems and more

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