

Question 1

What is the best option for a field to build a relationship between the tables Sales Personnel and Orders with the following fields?

Sales Personnel Orders
Sales Person ID Order Date
First Name Item
Last Name Quantity
Commission Rate Payment Type
Sales Person ID
Price
Discount
A) Commission Rate
B) First Name
C) Sales Person ID
D) Price

Answer: <https://biology-forums.com/index.php?topic=813711>

Question 2

A PivotTable has a live update feature which refreshes the data in real time as the dataset changes.

Answer: <https://biology-forums.com/index.php?topic=813749>

Question 3

_____ Analysis is the built-in tool which automatically builds a recommended pivot table based on your dataset.

Answer: <https://biology-forums.com/index.php?topic=813720>

Question 4

The _____ function returns the variance of a sample of numerical data

A) VARPA
B) VAR.P
C) VARA
D) VAR.S

Answer: <https://biology-forums.com/index.php?topic=813997>

Question 5

Match the following Paste options with their description:

I. Values
II. Picture
III. Paste Link
IV. Linked Picture
V. Paste

A. A reference to the cells, not the cell contents
B. Unformatted results of formulas
C. Cell contents and all formatting
D. A non-editable copy of your data
E. Changes if the content changes

Answer: <https://biology-forums.com/index.php?topic=813370>

Question 6

Which of the following would not give the same result for $=(5+32+75+21)/4$?

A) =SUM(5,32,75,21)/4
B) =MEDIAN(5,32,75,21)+7.25
C) =AVERAGEIF(5+32+75+21,4)
D) =AVERAGE(5,32,75,21)

Answer: <https://biology-forums.com/index.php?topic=813392>

Question 7

Match each of the following concepts to its best description:

I. Macro
II. VBA Editor

- III. Absolute Reference
- IV. Macro Recorder
- V. Personal Macro Workbook
- A. Default cell reference type in macros
- B. Tool for modifying a macro
- C. Tool that stores all actions to create a macro
- D. Stores macros to be used on all workbooks
- E. Automation for a series of repetitive tasks

Answer: <https://biology-forums.com/index.php?topic=814463>

Question 8

A(n) _____ is a note to a collaborator containing questions or suggestions about the workbook.

Answer: <https://biology-forums.com/index.php?topic=814314>

Question 9

Which of the following keyboard shortcut removes a selection from the original location and places it in the Clipboard?

- A) Ctrl+A
- B) Ctrl+C
- C) Ctrl+V
- D) Ctrl+X

Answer: <https://biology-forums.com/index.php?topic=814493>

Question 10

The option to display a value as a percentage of the whole rather than a raw calculation is found on the _____ tab of the Value Field Settings dialog box.

Answer: <https://biology-forums.com/index.php?topic=813728>

Question 11

To view XML data in Excel in a columnar format, choose the as a(n) _____ option in the Open XML dialog box.

Answer: <https://biology-forums.com/index.php?topic=814226>

Question 12

A template is a collection of design choices that includes colors, fonts, and special effects used to give a consistent look to your work.

Answer: <https://biology-forums.com/index.php?topic=814541>

Question 13

Images or other objects can serve as buttons to run macros.

Answer: <https://biology-forums.com/index.php?topic=814451>

Question 14

The what-if analysis tool best suited to evaluating multiple scenarios within a formula is _____.

Answer: <https://biology-forums.com/index.php?topic=813826>

Question 15

Use the Find command to jump to a cell that is not currently visible.

Answer: <https://biology-forums.com/index.php?topic=813337>

Question 16

A PivotTable is limited to a single table of data.

Answer: <https://biology-forums.com/index.php?topic=813759>

Question 17

Match the following terms with their description:

- I. Radar
- II. Histogram
- III. Area
- IV. X Y (scatter) chart
- V. Combo chart

- A. Often used in educational, scientific, and medical experiments
- B. Similar to a column chart
- C. Used for two different but related data types
- D. Spokes radiate from the center to the outer edges
- E. Similar to a line chart

Answer: <https://biology-forums.com/index.php?topic=813572>

Question 18

The RANK.EQ function returns _____.

- A) the rank of a value within a dataset, giving an average ranking to tied values
- B) the rank of a value within a dataset, giving the highest ranking possible to ties
- C) the rank of a value within a dataset, throwing out ties
- D) the rank of a value within a dataset, giving the same ranking to tied values

Answer: <https://biology-forums.com/index.php?topic=813984>

Question 19

The Excel Options dialog box is on the Developer tab.

Answer: <https://biology-forums.com/index.php?topic=814336>

Question 20

The Solver Add-in is loaded by default.

Answer: <https://biology-forums.com/index.php?topic=813861>