

Basic computer test - Part 2

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Question 1 . In the Excel spreadsheet, in cell A2, the value is 25; In cell B2, enter the formula = SQRT (A2) and get the result:

- A. 0
- B. 5
- C. #VALUE!
- D. #NAME!

Question 2 . In Word editing, want to mark a word choice, we do:

- A. Double-click the word to select
- B. Press Ctrl - C
- C. Click on the word to select
- D. Press the Enter key

Question 3 . In the Excel spreadsheet, C2 cell contains students' grades. Which formula calculates conditional scholarships: If you rank from first to third, you will receive a scholarship of 200,000, the rest is left blank.

- A. = IF (C2 >= 3, 200000, 0)
- B. = IF (C2 = 3, 200000, "")
- C. = IF (C2 = 3, 0, 200000)
- D. = IF (C2 < 3, 200000, "")

Question 4 . In the Word editor, which of the following will activate the Paste command (Select multiple answers)

- A. At the Home tab, Clipboard group, select Paste
- B. Press Ctrl + V.
- C. Select the item in the Office Clipboard
- D. All is right

Question 5 . Which software can edit the text with the content and format as follows:

"The father as a mountain
Maternal means like water in the source.

One Heart Worship Mother Glass Father,
Let the new word be full of filial piety. '

- A. Notepad
- B. Microsoft Word
- C. WordPad
- D. All is right

Question 6 . In the Excel spreadsheet, the return value of the formula = LEN ('TipsMake.com Website') is:

- A. 15
- B. 16
- C. 23
- D. 18

Question 7 . In the Excel spreadsheet, give the following values: cell A4 = 4, cell A2 = 5, cell A3 = 6, cell A7 = 7 at position B2 set formula B2 = Sum (A4, A2, Count (A3 , A4)) indicates the result of cell B2 after Enter:

- A. 10
- B. 9
- C. 11
- D. Error

Question 8 . In the Excel spreadsheet, cell A1 contains the content 'TTTH University of Science'. When executing the formula = LEN (A1), the value returns the result:

- A. 6
- B. 11
- C. 5
- D. 0

Question 9 . In Excel spreadsheet, cell A1 contains value 7.5. We set up the formula in cell B1 with the following content
= IF (A1 >= 5, 'Medium', IF (A1 >= 7, 'Fair', IF (A1 >= 8, 'Good', 'Excellent'))) then the result is:

- A. Good.
- B. Excellent.
- C. Medium
- D. Pretty.

Question 10 . In Excel spreadsheet, which function to search for:

- A. Vlookup
- B. IF
- C. Left
- D. Sum

Question 11 In the Excel spreadsheet, to save the open file under a different name, select:

- A. File / Save As
- B. File / Save
- C. File / New
- D. Edit / Replace

Question 12 In the Excel spreadsheet, Today () function returns:

- A. Number of days in the month
- B. Number of months in the year
- C. The current date of the system
- D. Number of hours in the day

Question 13 . In the Excel spreadsheet, the following types of addresses, which addresses are absolute addresses:

- A. B \$ 1 \$\$ 10 \$ D
- B. B \$ 1
- C. \$ B1: \$ D10
- D. \$ B \$ 1: \$ D \$ 10

Answer:

- 1. B
- 2 A
- 3. B
- 4. A, B
- 5. D
- 6. C
- 7. C
- 8. B
- 9C
- 10. A
- 11. A
- 12. C
- 13. D

See more:

1. Control formatting when pasting text in Word
2. How to copy and paste multiple highlight text at once in Word
3. How to use Spike to copy and paste text blocks in Word

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