

Microsoft Excel Test P11

The Excel 2010 interface changes very little compared to Excel 2007 with the rearrangement of some on-screen components and the return of the File pane instead of the confusing Office button. Here, the network administrator will join readers to learn about new features in Excel 2010 through the multiple choice questions below.

1. Question 1. In MS Excel 2010, how to delete the data in the currently selected cells?
 1. At the Home tab, click the Delete button in the Cells group
 2. Right-click and select the Clear Contents command
 3. Right-click on the currently selected area, select the Delete command
 4. Press BackSpace key
2. Question 2. In MS Excel 2010, how do we delete the currently selected rows?
 1. Press the Delete key
 2. At the Home tab, click the Delete button in the Cell group, select Delete Sheet Rows
 3. Right-click on the selected line, Clear Contents
 4. All of the above are correct
3. Question 3. In MS Excel 2010, when setting up the formula in cell A3 of Sheet 1 but want to refer to the data in cell B3 in Sheet2 and multiply by 1000, the correct formula is:
 1. Sheet1! B3 * 1000
 2. B3! Sheet2 * 1000
 3. Sheet2! B3 * 1000
 4. B3 * 1000
4. Question 4. The set of spreadsheets in an Excel file is called one
 1. Document
 2. Presentation
 3. Sheet
 4. Book
5. Question 5. In MS Excel 2010, which key combination is used to replace the File operation, select Save
 1. Ctrl-O
 2. Ctrl-P
 3. Ctrl-S
 4. Ctrl-N
6. Question 6. In MS Excel 2010, when using the SUM function, can we .?
 1. Do not use any parameters?
 2. Use up to one parameter
 3. Use up to two parameters
 4. Use up to 255 parameters
7. Question 7. In MS Excel 2010, the OR function is a logical function. Function gives true (true) value when .?
 1. There are at least two conditional expressions of functions that are valid
 2. Just a certain conditional expression of the function is valid

3. All conditional expressions of functions must be valid
4. All conditional expressions of functions have a wrong value
8. Question 8. A file is created by . will default to XLSX
 1. Microsoft Word 2010
 2. Microsoft Excel 2010
 3. Microsoft PowerPoint 2010
 4. Microsoft Excel 2003
9. Question 9. In MS Excel, which of the following values ??is interpreted as string data?
 1. 0001
 2. -567
 3. 1000
10. Question 10. In MS Excel 2010, suppose that in cell H9 contains the value 167900. In cell G9 we set up the formula . to give the result of 168000
 1. = MOD (H9; 1000)
 2. = ROUND (H9; 3)
 3. = ROUND (H9; -3)
 4. = INT (H9)

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