Model Questions
Advanced Spread Sheet

Multiple Choice Questions:

1. A pre-defined formula in Excel is
(A) Cell (B) Graph (C) Function (D) Range

2. A formula in Excel always begins with an _____
(A) Equal sign (B) Colon (C) Comma (D) Space

3. _____ is a series of two or more adjacent cells in a column or row or rectangular group of cells.
(A) List (B) Section (C) Range (D) Area

4. Which of the following is not a function type in Excel.
(A) Logical (B) Text (C) Financial (D) Data series

5. _____ function is used to calculate the results in the data table
A. RESULT B. CALTAB C. TABLE D. AUTOSUM

6. _____ function is used to get total number of entries in a cell range.
A. SUM B. AVG C. COUNT D. TOTAL

7. In the solver parameters dialog box, which one of the cell must always contain a formula.
A.) Changing Variable B.) Constraint C.) Objective D.) Result

8. choose the purpose of a Pivot Table in Excel?
a) To create dynamic formulas
b) To sort data in ascending order
c) To summarize and analyze large data sets
d) To perform complex calculations

9. Which shortcut key is used to insert the current date in a cell?
a) Ctrl+D b) Ctrl+; c) Ctrl+Shift+: d) Ctrl+Shift+D

10. NPV stands for
a) Net Present Value b) Net Prevented Value
c) New Present Value d) Net Preset Value

11. _____ is used by companies to evaluate major projects and investments, such as new plants or equipment.
a) Solver b) Capital budgeting c) Goal Seek d) Data Table

12. In which of the following menu we find solver?
a) Insert b) Data c) View d) Formulas

13. _____ gives you the control to receive particular inputs from users.
a) Data Validation b) Data Table C) Solver d) Goal Seek

14. There are _____ tabs in the Data Validation dialogue box.
a) 4 b) 2 c) 3 d) 5

15. With data tables, one can replace at most ___ values in the formula present in the sheet.
a) 3 b) 2 c) 4 d) 1

16. There are _____ types of Data Table.
a) 2 b) 3 c) 4 d) 5

17. In which menu Scenario Manager is found?
a) Insert b) Data c) View d) Formulas

18. We can define _____ possible values and then switch between scenarios to perform what-if analyses
a) Single b) Two c) Three d) Multiple

19. _____ is the process of finding the correct input value when only the output is known

a) Goal seeking b) Data Table c) Solver d) Scenario Manager

20. _____ is a powerful statistical method that allows you to examine the relationship between two or more variables of interest.

a) Regression analysis b) Scenario analysis c) Solver d) Goal Seek

21. The Input Bax has _____ buttons

a) 2 b) 1 c) 3 d) No Buttons

22. InputBox returns _____ if Ok button is clicked.

a) True b) False c) Entered Value d) 0(Zero)

23. InputBox returns _____ if Cancel button is clicked.

a) True b) Empty String (" ") c) Entered Value d) 0(Zero)

24. ____ is used to display messages to the user in the form of a message box.

a) Input Box b) Message Box c) Combo Box d) List

25. The Microsoft Excel IF-THEN-ELSE statement can only be used in

a) VBA Code only b) Cell c) Range of cells d) All of them

26. A "For Next" loop in Excel VBA repeats a set of code _____ times.

a) a finite number of b) infinite number of c) 5 d) Not known in advance

27. What is the default value for the Next parameter in For loop?

a) 3 b) -1 c) 2 d) 1

28. The maximum limit for a spin button is _____.

a) 30000 b) 35000 c) 20000 d) No Limit

29. With a ____, one can increase or decrease values in a cell with the click of a button.

a) spin button b) Dropdown c) TextBox d) ScrollLock

30. The _____ control is generally used to select ages or dates in a form.

a) spin button b) Dropdown c) TextBox d) ScrollLock

31. Floating point errors occur after the _____ decimal place.

a) 15th b) 12th c) 20th d) 8th

32. A _____ in Excel is a data validation tool that creates a drop-down list for us to select a value from list
of values.

a) Combo box b) List c) Spin Button d) TextBox

33. We can select at most _____ value(s) from a combo box.

a) 1 b) 2 c) 3 d) 5

34. We can select _____ value(s) from a list box.

a) Single b) Two c) 10 d) Multiple

35. A _____ allows us both to edit or select value.

a) Combo box b) List c) Spin Button d) Button

36. A _____ autocompletes the text, when we start typing in it, and the font size can be changed also.

a) Combo box b) List c) Spin Button d) Button

37. In which menu we find list box control?

a) Insert b) Developer c) Home d) View

38. We can choose multiple options with

a) Combo Box b) Option Buttons c) Check Box d) None

39. We can choose single option with

a) Combo Box b) Option Buttons c) Check Box d) None

40. The _____ control appears with a small box at its left.

a) Combo Box b) Option Buttons c) Check Box d) Non

41) Conditional formatting rules apply to a _____.
a) Workbook b) Worksheet c) Range of Cells d) Both b and c
42) A _____ chart shows a running total as values are added or subtracted.
a) Waterfall b) Pie c) Bar d) Column
43) A waterfall charts are also called _____ charts.
a) Bridge b) Sheers c) Bar d) Sparklines
44) We can add chart from _____ menu.
a) Home b) Insert c) View d) Developer
45) Column Chart is also termed as _____
a) vertical bar charts b) Sheers c) Bar d) Sparklines
46) A bar chart plots the variable value _____
a) Horizontally b) Vertically c) Diagonally d) Circular
47) Clustered column chart is a category of _____
a) Bridge b) Sheers c) Bar d) Column
48) _____ chart is commonly drawn to show information that changes over time.
a) Line b) Sheers c) Bar d) Column
49) A _____ chart is a combination of two column charts, two line graphs, or a column chart and a line graph.
a) Combo b) Sheers c) Bar d) Sparklines
50) _____ allows us to display multiple data sets in a single chart, which can save space and make it easier to compare data.
a) Combo b) Sheers c) Bar d) Sparklines
51) _____ chart is the visualization effect used to show the "achieved percentage vs. targeted percentage".
a) Thermometer b) Sheers c) Bar d) Sparklines
52) A _____ chart shows the relationship between two variables.
a) Scatter b) Combo c) Sheers d) Bar
53) The maximum limit for a spin button is _____.
a) 30000 b) 35000 c) 20000 d) No Limit
54) With a _____, one can increase or decrease values in a cell with the click of a button.
a) spin button b) Dropdown c) TextBox d) ScrollLock
55) The _____ control is generally used to select ages or dates in a form.
a) spin button b) Dropdown c) TextBox d) ScrollLock
56) Macros are a set of programming instructions written in _____
a) VBA b) Java c) C++ d) VBS
57) A _____ is an action or a set of actions that you can run as many times as you want.
a) Macro b) Micro c) Chart d) Points
58) _____ is an automated input sequence that imitates keystrokes or mouse actions.
a) Procedure b) Function c) Macro d) Charts
59) _____ are used to issue commands in a form.
a) Combo b) Command buttons c) Options d) Spin
60) VBA stands for _____.
a) Visual Basic App b) Visual Basic for Application c) Visual Basic for Apple d) None