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Company Name: Quad56 LLC

Test Administrator/Recruiter's Email: vjones@quad56.com

Test Name: Microsoft Excel 2007 - Normal User

Test Date: 5/15/2010

Elapsed Time: 00:23:45

Questions Correct: 28 out of 30

Percent Correct: 93%

Percentile Ranking: 89

Global Average: 72%

Test Description

Microsoft Excel 2007 is a popular spreadsheet application. It is included in the Microsoft Office Package, which also includes Word and PowerPoint. The Microsoft Excel 2007 - Normal User Test, consists both the Microsoft Excel 2007 - Normal User Test.

The Microsoft Excel 2007 - Normal User Test is designed to test potential test users of Excel who are required to edit, develop, and create Excel spreadsheets. This test measures the user's ability to create and develop a basic Excel spreadsheet, including the most common user commands for formatting cells, navigation through the application, using formulas, and changing the overall appearance of the spreadsheet.

The Microsoft Excel 2007 - Normal User Test attempts to provide the basis for separating candidates who possess limited exposure to Microsoft Excel 2007 from those who are conversant with the full functionality of the software. The primary skills include advanced formatting and formula entry. This test is designed to test candidates who will be required to use some of the more advanced features of the program, while the bulk of their responsibilities will involve utilizing more basic Excel abilities.

Tests for Microsoft Word 2007 and Microsoft Outlook 2007 are also available.

- Test users, please contact your test administrator or recruiter for scoring guidelines.
- Administrators, please refer to the Scoring Guidelines page within the Resources section of your Administration Center for scoring guidelines.

Microsoft Excel 2007 Normal User Test Answers

Julia Schneider



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