| A A | 8 | С | D | |
|-----|---|-----------|---------|--|
| 1 2 | | exceldemy | | |
| 3 | Multiple Choice Questions | Answer | Remarks | |
| 4 | Q1. What is the shortcut key to insert a new worksheet in Excel? | | 1 | |
| 5 | (a) Ctrl+F11 | c | | |
| 5 | (b) Alt+F11 | | | |
| | (c) Shift+F11 | | | |
| | (d) Shift+Alt+F11 | | | |
| , | Q2. What is the function to sum a range of cells in Excel? | | × | |
| 0 | (a) ADD | d | | |
| 1 | (b) SUM | | | |
| 2 | (c) SUMA | | | |
| | (d) SUMS | | | |
| | Q3. Which of the following is NOT a type of pivot table? | ь | 1 | |
| | (a) Standard pivot table | | | |
| | (b) Pivot chart | | | |
| | (c) Timeline pivot table | | | |
| | (d) Slicer pivot table | | | |
| | Q4. Which of the following is NOT a way to filter data in Excel? | | ~ | |
| | (a) AutoFilter | d | | |
| | (b) Advanced Filter | | | |
| | (c) Slicer | | | |
| 1 | (d) Data validation | | | |
| | Q5. Which of the following is NOT a type of data connection in Excel? | | | |
| 5 | (a) OLE DB connection | b | × | |
| 5 | (b) ODBC connection | | | |
| 7 | (c) HTTPS connection exceldemy | | | |
| 8 | (d) Text file connection | | | |

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