

Multiple Choice Questions

Answer

Q1. To insert chart from a data selection, you will need to press -

- (A) F5
- (B) F7
- (C) F11
- (D) F12

C



Q2. To open the Spelling dialog box, you need to press -

- (A) F5
- (B) F7
- (C) F11
- (D) F2

B



Q3. To bring up the custom cell Formatting press -

- (A) Ctrl+1
- (B) Ctrl+2
- (C) Ctrl+3
- (D) Ctrl+4

A



Q4. To find the maximum salary, you can use -

- (A) =MAX(F5:F24)
- (B) =LARGE(F5:F24,1)
- (C) =AGGREGATE(4,0,F5:F24)
- (D) All of the above

D



Q5. You can find the mean of the salaries using -

- (A) =AGGREGATE(2,0,F5:F24)
- (B) =AVERAGE(F5:F24)
- (C) =MEAN(F5:F24)
- (D) All of the above

B



Multiple Choice Question And Answer On Ms Excel

Er. Aman Kumar



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FIRST YEAR In this year the trainee learns about safety and environment use of various trade tools safety measures involved in the industry Gain basic knowledge of Electrical and Electronic components related to Computer and Networking system They learn about assembling and servicing of Desktop computer hardware components Trainee learns about Installing UNIX LINUX other operating system with application software and Adding new users software material components Identification of laptop sections and connectors Assembling and disassembling a Laptop troubleshooting Latest Tools Gadgets for Desktop Laptop Repairs They learn to install and use different types of printers Scanner MFD Scanner Trainees are able to install and configuration Monitor display card and driver front panel controls and settings Practice on Backup Drives Maintenance and Troubleshooting of PC They can also assemble disassemble of Tablet Smart Devices The trainee learns to work on MS office package word excel power point outlook They learn to design graphics using Adobe Page maker Corel draw and Adobe Photoshop Trainees are able to create email account chat and browse through internet and Microsoft Outlook Express They learn to design and develop web pages using HTML They perform create and record various formats of multimedia audio and video files using digital audio and video editor tools Trainees are able to create customized database files using Microsoft Access and Visual Basic

SECOND YEAR In this year the trainee learns Network fundamentals They also learn to set up and configuring Networking System using various network devices Trainees are able to configure Data communication equipment Network Protection and troubleshooting Server

Installation managing Server Network Security Linux Server installation and configuration Network Security The trainee learns about image editing and graphic design using Adobe Illustrator and Flash video and audio editing using Adobe Premier They learn to create graphics animation using Adobe after Effects and 3Ds Max They learn to design webpage using Front Page also use HTML and PHP embedding VBScript JavaScript and publish in a local server They will learn basic python based coding and programming They learn about functions operators expressions priorities bindings strings list modules errors and etc Trainees are also learn to use Dreamweaver and also on practice on Open Source Tools for Web Designing and Information Security Vulnerabilities We add new question answers with each new version Please email us in case of any errors omissions This is arguably the largest and best e Book for All engineering multiple choice questions and answers As a student you can use it for your exam prep This Book is also useful for professors to refresh material Secretarial Practice (English) MCQ Manoj Dole, Secretarial Practice English MCQ is a simple Book for ITI Engineering Course Secretarial Practice English Revised NSQF Syllabus It contains objective questions with underlined bold correct answers MCQ covering all topics including all about the latest Important about Secretarial Practice English trade a candidate is trained on Professional Skill Professional Knowledge and Employability Skill related to job role In addition to this a candidate is entrusted to undertake project work extracurricular activities and on the job training to build up confidence The broad components covered under Professional Skill subject are as below The trainee learns about safety and environment use of Secretarial Practice English artificial respiratory resuscitation to begin with He gets the idea of about the basic computer fundamentals its peripherals classify the consonants its direction joining the consonants distinguish between long short vowels Describe Logograms Grammalogues Contraction use of the punctuation mark Understand Diphthong Prepare Windows operating system on computer Compare all types of alternative forms recognize the finger positioning on the computer keyboard Compare all types of alternative forms recognize the finger positioning on the computer keyboard Recognize the direction of SHR SHL Observed curved hooked strokes and compound consonant Recognize Final Hooks Recognize Final Hooks application of the prefixes and suffixes Identify the monetary units use it Identify the monetary units use it In this year trainees able to write in shorthand translation note taking techniques and apply on computer for speed typing in MS Word The trainee will be able work with MS Excel by manipulating data maintain office stationeries maintain simple accounts with formulas and functions Label the office layout Name the dispatch and diary register maintain computer data safety Identify all types of file requirements implement the same on MS Power point Demonstrate MS PowerPoint Presentation searching of information with internet browser Create E Mail ID correspondence through mail filling up online forms and documents for registration etc booking tickets for rail bus air and hotels Identify all types of official tools equipment Observe all types of postal services Prepare all types of letters notice agenda minutes reports circular memorandum Trainees will able to maintain calendar of event and general Banking Correspondence Employability Skills

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projects specified in the syllabus The trainee learns to install and work with Linux environment They will able to install and configure different types of printer plotter scanner and troubleshoots its faults The trainees will learn to setup and configure networking system using various network devices using crimping punching setting IP addressing techniques They are able to share and control resource and internet connection over network They learn to secure networking system from different types of attacks They also learn to install and configure Windows and Linux server Finally the trainees will learn about internet and different types of web browsers At the end of the year trainees can go on industrial visit or projects specified in the syllabus *IB ACIO Grade II/Executive Exam | 1300+ Solved MCQ Questions (10 Mock Tests + 15 Sectional Tests)*

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Malhotra,2025-06-11 Computers are used almost everywhere It has revolutionised our social life and have transformed this world into a small global village This new edition is a series of eight books classes 1 to 8 for primary and middle schools The series has been delivered and designed in such a way that a child can understand the basic concepts of computer and its applications We have tried to achieve our objective through interactive updated contents and activities presented in a learner friendly manner focusing on the activity oriented computer education Salient Features of the Books The entire series is strictly developed in line with the latest pattern and guidelines issued by all major syllabi Simple language exciting and meaningful illustrations are provided to elucidate the concepts Lesson objective highlights the main topics to be covered in the chapter Warm Up provides activities based on previous knowledge observation skills and thinking skills Fact com section presents interesting information to take learning beyond the given text Key Points section is given at the end of each chapter

to recapitulate the important points learnt Activity Zone within the chapter develops technical and cognitive skills Modellest Papers help the students revise the knowledge they have gained The aim of our books is to make students understand the working and applications of computer on their own Every effort has been made to keep the series worthful but still the door is open for your valuable suggestions for the improvement of the series Your suggestions will be gratefully acknowledged and will be given due consideration in the subsequent editions **Excel HSC & Preliminary Senior Science** Jennifer Hill,2011

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MS Word MS Excel and MS PowerPoint software Some of the features inside the chapters are Chapter content which has been kept logical to meet the requirements of the tech savvy students Activity provides a useful way to check the knowledge given practically Fact gives an interesting historical fact related to the matter Did You Know provides an interesting piece of knowledge to get them interested Summary summarises the chapter at its end Every chapter has its accompanying exercise Also each unit ends with its Question Bank consisting of competency based question very short short long questions etc Video Lectures Chapterwise video lectures are given for the students to understand better In order to access videos Download Merit Box Android App from Playstore Scan the QR code given in the chapter to watch the videos through the MERIT Box Android Mobile App Online Support E books for teachers only Teacher s Resource Book Overview of the chapters Lesson plan Answers of the exercise We hope that this book will meet the needs and requirements of the students and teachers as laid down in the syllabus Any suggestions for further improvement of the book will be most welcomed Authors **Computer**

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Advances in Web Based Learning - ICWL 2007 Howard Leung, 2008-04-14 This book contributes the thoroughly refereed post conference proceedings of the 6th International Conference on Web Based Learning ICWL 2007 held in Edinburgh UK in August 2007 The 55 revised full papers presented together with 1 keynote talk were carefully reviewed and selected from about 180 submissions The papers are organized in topical sections on personalized e learning learning resource organization and management framework and standards for e learning test authoring question generation and assessment language learning science education visualization technologies for content delivery and learning behavior

practice and experience sharing security privacy and mobile e learning as well as blended learning *Ultimate Excel with Power Query and ChatGPT: Master MS Excel's Dynamic Lookup Functions, Generative AI, and Power Query to Navigate Data, Solve Complex Tasks and Optimize Productivity* Crispo Mwangi, 2023-12-05 Transform Your MS Excel Skills with this Ultimate Guide for Professional Success Key Features Comprehensive Coverage of the Microsoft Excel Ecosystem and in depth exploration of Excel s lookup functions Step by step guide covering valuable insights from real world detailed examples and case studies Discover innovative Excel solutions by delving into innovative problem solving strategies Book Description The Ultimate Excel with Power Query and ChatGPT is a revolutionary handbook to help you embark on a transformative journey through the intricate world of Excel s lookup functions The book dives deep into Excel s lookup universe offering a meticulous exploration of over 100 techniques Each method is presented with clarity and precision making even the most complex lookup scenarios comprehensible From traditional functions to innovative problem solving approaches this book equips you with versatile tools to navigate any data challenge efficiently What sets this book apart is its focus on job roles You ll discover techniques that directly enhance productivity streamline data management tasks and elevate your efficiency in Excel related responsibilities With a comprehensive engaging and interactive approach it transforms learning Excel formulas into a journey of building practical data lookup expertise What you will learn Master the entire progression from beginner to advanced levels with effective Excel lookup techniques Challenge the conventional wisdom of VLOOKUP and learn about its alternatives and overcome limitations Delve into a range of other lookup methods and functions to expand your data lookup toolkit Discover the art of nesting functions to tackle even the most intricate Excel challenges Learn how to create and optimize ChatGPT prompts for creative problem solving in data lookup scenarios Harness the power of Power Query to transform and manipulate data with ease Gain confidence in efficiently handling diverse data scenarios making data analysis and decision making a breeze Table of Contents 1 Excel Environment 2 VLOOKUP Is Dead Or is it 3 INDEX and MATCH 4 LOOKUP 5 Other LOOKUP Methods and Functions 6 XLOOKUP 7 FILTER The Ultimate Lookup Function 8 Power Query One Stop Solution 9 ChatGPT Using ChatGPT to solve lookup issues Index [Arihant CBSE Computer Application Term 2 Class 9 for 2022 Exam \(Cover Theory and MCQs\)](#) Dr. Garima Verma, 2021-11-20 With newly introduced 2 Term Examination Pattern CBSE has eased out the pressure of preparation of subjects and cope up with lengthy syllabus Introducing Arihant s CBSE TERM II 2022 Series the first of its kind that gives complete emphasize on the rationalize syllabus of Class 9th to 12th The all new CBSE Term II 2022 Computer Applications of Class 9h provides explanation and guidance to the syllabus required to study efficiently and succeed in the exams The book provides topical coverage of all the chapters in a complete and comprehensive manner Covering the 50% of syllabus as per Latest Term wise pattern 2021 22 this book consists of 1 Complete Theory in each Chapter covering all topics 2 Case Based Short and Long Answer Type Question in each chapter 3 Coverage of NCERT NCERT Exemplar Board Exams Questions 4 Complete and Detailed

explanations for each question 5 3 Practice papers base on entire Term II Syllabus Table of Content Computer System Organsiation Computer Memory Computer Software Computer Network Presentation Tool Spreadsheet Tools Practice Papers 1 3 **Multimedia Animation and Special Effects MCQ** Manoj Dole, Multimedia Animation and Special Effects MCQ is a simple Book for ITI Engineering Course Multimedia Animation and Special EffectsOperator Revised NSQF Syllabus It contains objective questions with underlined bold correct answers MCQ covering all topics including all about the latest Important about Multimedia Animation Special Effects trade a candidate is trained on professional skill professional knowledge and Employability skill related to job role In addition to this a candidate is entrusted to undertake project work and extra curricular activities to build up confidence The broad components covered under Professional Skill subject are as below During one year duration the trainee learns about safety and environment use of fire extinguishers They learn about computer peripherals Windows interface and its related software installation process Trainees will work with MS Office package for basic knowledge of computer Trainees will work with Photography like Adobe Photoshop to edit image retouch and fixing image using color filter and for digital painting They also learn and experience with application software with Adobe Photoshop illustrator for advance editing and graphic design The trainees also learn Videography to practice the craft of film making video streaming with advance features of camera At the mid of the year the trainees can go on industrial visit or projects specified in the syllabus The trainee learns to browse internet upload download video streaming and secure data from different cyber attack They will work with Adobe Premier for video editing mixing audio text image and video Trainees will work with Adobe after effect to add special effect and compositing on video They will work with Flash to create 2D animation graphic illustration and compositing sound animation The trainees will learn and experience in 3Ds Max to create 3D architectural Design 3D modeling and texturing Finally the trainees will work with Maya to create 3D animation 3D modeling Texturing Rigging Lighting Rendering artist At the end of the year trainees can go on industrial visit or projects specified in the syllabus

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