

Test Bank - Chapter 1

Introduction to Microsoft Excel: What is a Spreadsheet?

Chapter Objectives

1. Identify spreadsheet software used in business applications systems, the basic spreadsheet environment, spreadsheet software use rules and habits.
2. Identify Excel as a business tool & identify related business and spreadsheet concepts and terms.
3. Explain the basic spreadsheet model and how rows and columns, as well as formulas, work and apply the spreadsheet model.
4. Understand how spreadsheet software is installed, stored, and updated.
5. Understand basic spreadsheet reports and how spreadsheet software is installed and is updated.
6. Identify spreadsheet as a business tool and its application to the real business.
7. Identify spreadsheet software as a business tool and its application to the real business.

Multiple Choice

1. Spreadsheet is a business tool used in business applications systems.
- ☐ A. spreadsheet's application
- ☐ B. spreadsheet
- ☐ C. spreadsheet's application in business applications systems
- ☐ D. spreadsheet's application

Answer: B

2. Spreadsheet is a business tool used in business applications systems.
- ☐ A. spreadsheet's application
- ☐ B. spreadsheet
- ☐ C. spreadsheet's application in business applications systems
- ☐ D. spreadsheet's application

Answer: B

3. Spreadsheet is a business tool used in business applications systems.
- ☐ A. spreadsheet's application in business applications systems
- ☐ B. spreadsheet's application in business applications systems and spreadsheet's application in business applications systems
- ☐ C. spreadsheet
- ☐ D. spreadsheet's application in business applications systems and spreadsheet's application in business applications systems

Answer: B

4. Spreadsheet is a business tool used in business applications systems.
- ☐ A. spreadsheet's application
- ☐ B. spreadsheet
- ☐ C. spreadsheet's application in business applications systems
- ☐ D. spreadsheet's application

Answer: B

Microsoft Excel Chapter 1 Test Answers

Lingsheng Yao



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