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練習題



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Exam : MO-200

Title : Microsoft Excel (Excel and Excel 2019)

Version : DEMO

1.Topic 1, Clothing Orders

Case Study

Exhibit.

VanArsdel, Ltd.

Product Quote

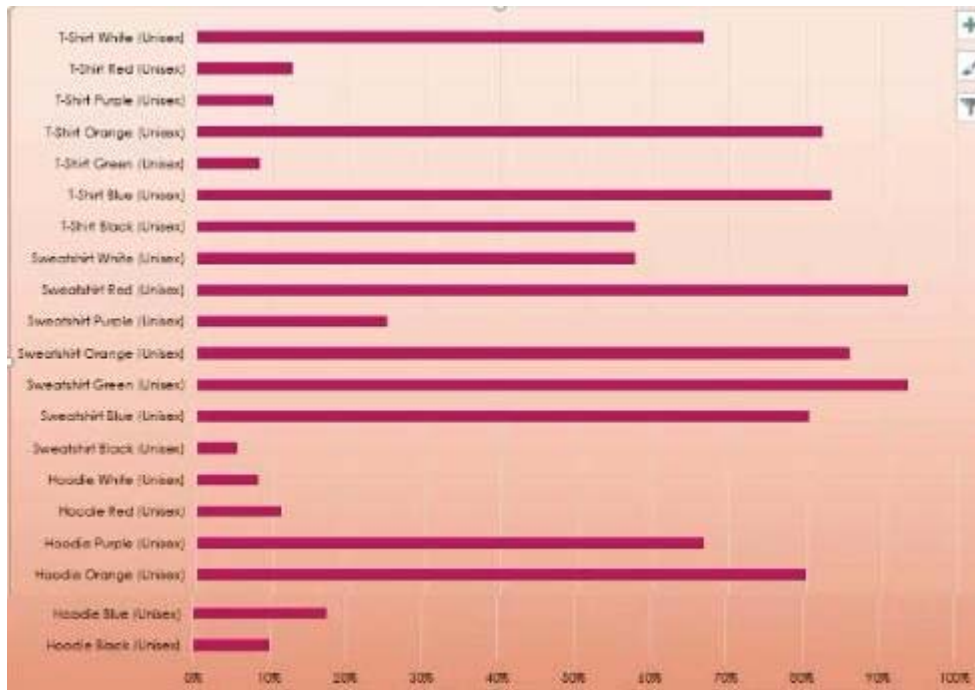
Reference Number

Customer Name

Customer Email

Customer Telephone

SKU	Product Name	Quantity	Unit Price	Line Total
TGU	T-Shirt Green (Unisex)			\$ 240.00
HGU	Hoodie Green (Unisex)	10	\$ 24.00	\$ 240.00
TWU	T-Shirt White (Unisex)	100	\$ 24.00	\$ 2,400.00
		30	\$ 300.00	



CORRECT TEXT

On the "Prices" worksheet, in the "inventory Notice" column, use a function to display "Low" if the "inventory Level %" is below 15%. Otherwise, leave the "Inventory Notice" blank.

Answer:

=IF(inventory level<15%), "low", ""). Select and drag to apply to other rows

2.CORRECT TEXT

On the "Prices" worksheet, apply the Title style to cell A1.

Answer:

Home Tab/ Styles group/ cell styles

3.CORRECT TEXT

On the "Orders" worksheet, filter the table data to display only the orders from "Alpine SKI House."

Answer:

On the data tab, click filter. Display only alpine.

4.CORRECT TEXT

On the "Prices" worksheet, in the "Tax column, enter a formula that multiplies the value in the "Unit Price" column by cell L2.

Answer:

5.CORRECT TEXT

On the "Inventory" chart sheet, insert a chart title above the chart, at the top of the plot area. Display the percentage values as data labels to the right of each data bar.

Answer:

Click chart, press layout, click chart title and add it. Press add chart element, data labels, more detailed options, uncheck value and check percentage.