Exam Questions MO-210 Vce, Valid MO-210 Test Guide

Microsoft Excel Exam MO-210 (Microsoft 365) test questions and answers

How do you insert multiple rows/columns at once? - answer Highlight where you want new rows/columns to be.

Home tab --> Insert --> Row/Column

What is =RANDBETWEEN( )?

How do you format the function? - answer random number generator between two numbers (X, Y)

=RANDBETWEEN(x,y)

What is =SEQUENCE( )?

How do you format the function? - answer produces a sequence of numbers in a row x column format

=SEQUENCE (# of rows, # of columns, start #, increment)

How do you reference a named range from another worksheet? - answer =[sheetname]![name of defined range]

What is =ROWS( )? - answer returns the number of rows of a reference

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>> Exam Questions MO-210 Vce <<

Highly-Praised Microsoft Excel (Microsoft 365 Apps) Qualification Question Helps You Pass the Microsoft Excel (Microsoft 365 Apps) Exam Easily

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MO-210 exam questions and answers is the real exam challenges, and help you change your mindset.

Microsoft Excel (Microsoft 365 Apps) Sample Questions (Q10-Q15):

NEW QUESTION # 10
Instructions
Exam Environment
Exam Interface and Controls
The exam panel provides access to the project task(s). Each project has an associated file in which you will perform the project tasks.
Overview:
Guitar Stores
You and a partner own several Guitar Stores. You are analyzing your revenue from the past two quarters.
Task5:
Display the formulas that are in the cells of the Qtr 2 worksheet.

Answer:

Explanation:
See the solution in Explanation below.
Explanation:
To display the formulas within the cells of the Qtr 2 worksheet instead of the resulting values, you can use the Show Formulas command.
Step 1: Navigate to the Qtr 2 Worksheet
Open your Excel workbook.
Click on the Qtr 2 sheet tab at the bottom of the screen.
Step 2: Enable "Show Formulas" via the Ribbon
Go to the Formulas tab on the Ribbon at the top of the Excel window.
Locate the Formula Auditing group.
Click the Show Formulas button.
Alternative Method: Keyboard Shortcut
You can quickly toggle this view on and off by pressing:
Ctrl + ` (the accent mark or backtick key, usually located to the left of the "1" key).
What to Expect
Once activated, Excel will:
Expand column widths to accommodate the formula text.
Hide the calculated results and show the actual syntax (e.g., instead of seeing $411,912, you will see =SUM (B10:D10)).

NEW QUESTION # 11
Instructions
Exam Environment
Exam Interface and Controls
The exam panel provides access to the project task(s). Each project has an associated file in which you will perform the project tasks.
Overview:
Jelly Beans
A shop you manage sells gourmet jelly beans. You are tracking the amount of jelly beans sold each quarter and summarizing the information in aworkbook.
Task 3:
On the Chart worksheet, include the Total Profit data on the Flavor Expenses, Income and Profit chart.

Answer:

Explanation:
See the solution in Explanation below.
Explanation:
To include theTotal Profitdata in your existing chart on theChartworksheet, follow these steps:
Step 1: Navigate to the Chart
* Click on theChartworksheet tab at the bottom of the Excel window.

* Click once on theFlavor Expenses, Income and Profitchart to select it. When selected, you will see the Chart
DesignandFormattabs appear on the Ribbon.
Step 2: Open the Select Data Source Window
* Go to theChart Designtab.
* In theDatagroup, click on theSelect Databutton. This will open theSelect Data Sourcedialog box.

Step 3: Add the Total Profit Series
* In theLegend Entries (Series)section on the left side of the dialog box, click theAddbutton.
* AnEdit Serieswindow will appear:
* Series name:Click on theProfitsworksheet tab and select cellG3(which contains the header
"Total Profit").
* Series values:Clear any existing text in the box, then highlight the rangeG4:G23on theProfits worksheet (containing the actual profit
numbers).
* ClickOKon the Edit Series window.
* ClickOKagain on the Select Data Source dialog box to apply the changes.

Final Result
The chart will now display a third set of bars (likely orange, as seen in your preview) representing theTotal Profitfor each flavor
alongside the existing Expense and Income data.

NEW QUESTION # 12
Instructions
Exam Environment
Exam Interface and Controls
The exam panel provides access to the project task(s). Each project has an associated file in which you will perform the project
tasks.

Overview:
Guitar Stores
You and a partner own several Guitar Stores. You are analyzing your revenue from the past two quarters.
Task 2:
Without using the New Sheet button, move the pie chart on the Qtr 2 worksheet to its own chart sheet named Qtr 2 Chart.

Answer:

Explanation:
See the solution in Explanation below.
Explanation:
To move the pie chart to its own dedicated chart sheet without using the "New Sheet" button, follow these steps:
Step 1: Select the Pie Chart
Click anywhere on the Pie Chart located on the Qtr 2 worksheet. This action will activate the contextual chart tabs on the Ribbon.
Step 2: Open the Move Chart Dialog
Once the chart is selected, look at the top of your Excel window:
Go to the Chart Design tab (this tab only appears when a chart is selected).
On the far right of the Ribbon, in the Location group, click the Move Chart button.
Step 3: Configure the New Chart Sheet
A Move Chart dialog box will appear. To move the chart to its own sheet:
Select the New sheet: radio button.
In the text box next to "New sheet:", delete the default text and type Qtr 2 Chart.
Click OK.

Result
Excel will create a new sheet tab at the bottom of your workbook named Qtr 2 Chart that contains only the pie chart, scaled to fill
the entire page.

NEW QUESTION # 13
Instructions
Exam Environment
Exam Interface and Controls
The exam panel provides access to the project task(s). Each project has an associated file in which you will perform the project
tasks.

Overview:

Guitar Stores

You and a partner own several Guitar Stores. You are analyzing your revenue from the past two quarters.

Task 1:

In the Qtr 1 worksheet change the configuration of the Q1 Location Revenue chart so that it displays the months on the x-axis and the revenue on the y-axis.

Answer:

Explanation:

See the solution in Explanation below.

Explanation:

To swap the data on the axes so that the months appear on the x-axis and the revenue values appear on the y- axis, you will use the Switch Row/Column feature in Excel.

Step 1: Select the Chart

* Go to the Qtr 1 worksheet.

* Click once on the border of the Q1 Location Revenue chart to select it. This will reveal the Chart Design and Format tabs on the Ribbon.

Step 2: Switch Row/Column Data

* With the chart selected, click on the Chart Design tab at the top of the window.

* Locate the Data group on the right side of the Ribbon.

* Click the Switch Row/Column button.

Step 3: Verify the Change

* The X-Axis (Horizontal): Should now display the month labels (Jan, Feb, Mar).

* The Legend: Should now display the different Locations (College Campus, Downtown, etc.) as the colored series.

* The Y-Axis (Vertical): Will automatically scale to represent the revenue values.

NEW QUESTION # 14

Instructions

Exam Environment

Exam Interface and Controls

The exam panel provides access to the project task(s). Each project has an associated file in which you will perform the project tasks.

Project 1

Overview:

Video Games

You are tracking video game popularity by compiling a workbook to document your findings.

Task 1:

On the Recent Releases worksheet, select all of the video game titles in the cell range named No Platform and delete their rows. Retain all other cells on the worksheet.

Answer:

Explanation:

Here are the complete solutions below.

Explanation:

Step-by-Step Instructions (Text Only)

Step 1: Activate the correct worksheet

* Open the Excel workbook provided for the project.

* At the bottom of the workbook, click the Recent Releases worksheet tab to make it active.

Step 2: Select the named range "No Platform"

* Click anywhere inside the worksheet.

* Go to the Formulas tab on the Excel ribbon.

* In the Defined Names group, click Name Manager.

* In the Name Manager dialog box:

* Locate the named range called No Platform.

* Click No Platform to select it.

* Click Close.

* Excel will automatically highlight all cells included in the No Platform named range.

(Alternative method if allowed)
* Click the Name Box (left of the formula bar), type No Platform, and press Enter.
Step 3: Select entire rows for the named range
* With the No Platform cells selected:
* Move the cursor to the row numbers on the left side of the worksheet.
* Click the row number of one selected cell.
* Hold down the Ctrl key.
* Click each additional row number that corresponds to the selected No Platform cells until all required rows are selected.
Step 4: Delete the selected rows
* Go to the Home tab on the ribbon.
* In the Cells group, click the Delete drop-down arrow.
* Select Delete Sheet Rows.
Step 5: Verify the result
* Confirm that:
* All video game titles that had no platform information are removed.
* All remaining rows and worksheet content are intact.
* Ensure no extra cells, columns, or headers were deleted.
Final Result
* All rows associated with the No Platform named range are deleted.
* All other data on the Recent Releases worksheet remains unchanged.
* Task 1 is completed correctly according to Excel 365 simulation requirements.
□

NEW QUESTION # 15
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