

# Efficient MO-210 Valid Guide Files | Easy To Study and Pass Exam at first attempt & Professional MO-210: Microsoft Excel (Microsoft 365 Apps)

IFS-2002 1 of 8

**MECHANICAL ENGINEERING**

**PAPER - I**  
**SECTION A**

1. Answer any four of the following (each answer should conform to a limit of around 150 words).

(a) Mention the conditions required for a two mass system to be dynamically equivalent to a rigid mechanical component. Why sometimes is a hypothetical correction couple applied on the two mass system to make it dynamically equivalent to a rigid body? In the motion of centre of percussion of a compound pendulum from its centre of gravity, what is the significance of the concept of centre of percussion for a batsman playing a cricket ball? (6 + 4 = 10)

(b) What is meant by hunting of governor? Explain briefly the causes of its occurrence. Justify with reasons, whether it is more severe in case of unijet, governor or isochronous governor (10)

(c) (i) A connecting rod in I.C. engine is designed as a column, with an I-section. Designers take moment of inertia of the cross-section about one axis equal to 4 times that taken about the perpendicular axis. Why? (6 + 4 = 10)

(ii) Why is it considered that the hollow shaft under torsion is lighter than a solid one, if other parameters are the same? (6 + 4 = 10)

(d) (i) Draw a Mohr's circle of stress for a round bar which is shrunk fit by a hub, with brief explanation. (5 + 5 = 10)

(ii) A cantilever is loaded and the bending moment diagram is rectangular as shown in Figure. What will be the shape of the shear force diagram? (5 + 5 = 10)



(e) With reference to Figure, neglect the weight of the bar and stopper. A load  $W$  is dropped from a height  $h$ . Given  $W = 1.0 \text{ kN}$ , area of cross-section of the bar =  $20 \text{ mm}^2$ . Find the instantaneous stress developed in the bar when the weight  $W$  is dropped from a height  $h = 0$ . (10)



2. (a) A machine weighing 68 N is mounted on a set of springs, whose equivalent spring stiffness,  $K = 1070 \text{ N/cm}$  and damping factor,  $\xi = 0.2$  arranged vertically on a rigid foundation. A piston within the machine weighing 2.0 N has a vertical reciprocating motion, with a stroke of 8.0 cm and a crank shaft with a speed of 3000 rpm. Assuming the motion to be simple harmonic, determine:

(i) The amplitude of vibration in the vertical direction of the machine. (5)

(ii) The transmissibility ratio and the force transmitted to the foundation. The phase lag between the transmitted force and the exciting force. (15)

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## Microsoft Excel (Microsoft 365 Apps) Sample Questions (Q31-Q36):

### NEW QUESTION # 31

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 a workbook.

Task1:

Display the Costs worksheet in Page Break Preview .. Then insert a page break between row 20 Cracker Jack and row 21 Raspberry Chocolate. Leave the worksheet in Page Break Preview.

**Answer:**

Explanation:

See the solution in Explanation below.

Explanation:

To complete this task in Microsoft Excel 365, follow these steps to adjust your worksheet layout.

Step 1: Switch to Page Break Preview

\* Open the Costs worksheet (as shown in your image).

\* Go to the View tab on the top Ribbon.

\* In the Workbook View group, click on Page Break Preview.

\* Note: Your screen will change to show blue lines indicating where pages currently end.

Step 2: Insert the Manual Page Break

\* Locate Row 21 (the row containing "Raspberry Chocolate").

\* Click on the row header for Row 21 to select the entire row. This ensures the break is placed above this row, separating it from "Cracker Jack" (Row 20).

\* Navigate to the Page Layout tab on the Ribbon.

\* Click the Breaks button in the Page Setup group.

\* Select Insert Page Break from the dropdown menu.

□ Final Result

You will now see a solid blue line between Row 20 and Row 21. This indicates a manual page break has been set. As per your instructions, leave the worksheet in this view.

### NEW QUESTION # 32

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 # 33

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 3:

On the Top 20 Videos worksheet, apply the cell style 60% - Accent 1 to the top 5 video games located in cell range A4:C8. Here are the complete solutions below.

**Answer:**

Explanation:

Step 1: Select the Data Range

\* Navigate to the Top 20 Videos worksheet.

\* Click on cell A4 (this contains the rank "#1").

\* Hold your left mouse button down and drag diagonally to cell C8 (this contains the year "2018").

\* Release the mouse button. The range from Rank #1 (Minecraft) to Rank #5 (Super Smash Brothers Ultimate) should be highlighted.

Step 2: Open the Cell Styles Gallery

\* Make sure you are on the Home tab of the Ribbon (at the top of the window).

\* Look for the Styles group (usually near the middle-right of the ribbon).

\* Click the Cell Styles button (it may look like a dropdown arrow or a box showing style previews).

Step 3: Apply "60% - Accent 1"

\* In the gallery that opens, look under the "Themed Cell Styles" section.

\* Locate the first column of accents (usually blue or the primary theme color).

\* Find and click on 60% - Accent 1.

Result: The background color of the top 5 rows in your table will change to a lighter shade (likely light blue or orange, depending on the workbook theme), matching the style requirement.

Result

## NEW QUESTION # 34

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 2

Overview:

Car Warranty

You are the supervisor for a Car Warranty Center. You use Excel to report employee hours and telephone calls.

Task 5:

On the Average Call Time worksheet, create a 3-D Clustered Column chart that shows the call times for each Salesperson from Mon through Fri. Insert the Chart Title Average Call Time. Position the new chart below the table.

**Answer:**

Explanation:

See the solution in Explanation below.

Explanation:

To complete Task 5, you will create a 3-D Clustered Column chart on the Average Call Time worksheet to visualize the weekly performance of each salesperson.

Step 1: Navigate to the Worksheet

Click on the Average Call Time tab at the bottom of your Excel window to switch views.

Step 2: Select the Data Range

You need to select the names and the call times for all five days (Monday through Friday), but exclude the "Trend" column:

- \* Click and drag to select cells A3 to F14.

- \* Note: This includes the header row (Salesperson, Mon, Tue, etc.) and all employee rows down to Michael.

Step 3: Insert the 3-D Clustered Column Chart

- \* Go to the Insert tab on the Ribbon.

- \* In the Charts group, click the Insert Column or Bar Chart icon (it looks like small vertical bars).

- \* Under the 3-D Column section, select the first option: 3-D Clustered Column.

Step 4: Add the Chart Title

- \* Click once on the default text that says "Chart Title" at the top of the new chart.

- \* Type Average Call Time and press Enter (or click outside the text box).

Step 5: Position the Chart

- \* Hover your mouse over a blank area of the chart (the chart area).

- \* Click and drag the chart so it is positioned below the table.

- \* Placement Tip: Usually, starting the chart around row 17 or 18 is ideal so it doesn't overlap your data.

## NEW QUESTION # 35

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.

Farm Feeds:

You are the assistant manager for a farm pet feed store. You are creating an inventory report.

Task 5:

On the Feed Inventory worksheet, apply Style 5 to the chart.

**Answer:**

Explanation:

See the solution in Explanation below.

Explanation:

To complete Task 5: Apply Style 5 to the chart on the Feed Inventory worksheet, follow these exact steps:

Step 1: Select the "Feed Inventory" Worksheet

Ensure you are on the correct sheet by clicking the Feed Inventory tab at the bottom of your Excel window.

Step 2: Select the Chart

Click anywhere on the Total Inventory pie chart to select it. When selected, you will see a border around the chart and new tabs will appear on the Ribbon.

Step 3: Open Chart Design Tools

With the chart selected, look at the top Ribbon and click on the Chart Design tab (this tab only appears when a chart is active).

Step 4: Apply Chart Style 5

- \* In the Chart Styles group, you will see a gallery of different looks for your chart.

- \* Hover your mouse over the styles to see their names, or click the More arrow (the small downward arrow at the bottom right of the styles gallery) to see all options.

- \* Locate and click on Style 5.

Note: Style 5 typically features a specific layout of data labels and a distinct background or border style that matches the "Farm

Fresh Feeds" theme.

Final Result

The pie chart will update its appearance to match Style 5, adjusting the placement of the percentage labels and the overall color shading to remain consistent with your report's professional look.

## NEW QUESTION # 36

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