MCQ

Use tables (A,B) below to find the right answer.

A-

	A	B	C	D	E
1	Name	Subject 1	Subject 2	Subject 3	Average
2	Ramyar	70	55	90	72
3	Rizgar	66	73	72	70
4	Vala	100	88	92	93
5	Urva	91	93	94	93
6	Mabast	100	99	98	99
7	Goran	20	30	42	31
8	total	447	438	488	

B-

	A	B	C	D	E	F
1	Name	Salary / M	Phone No.	Age	Code	Department
2	Ahmed	$ 1,200	77011	28	D54	Financial
3	Sarah	$ 1,300	77012	25	D64	Marketing
4	Soma	$ 1,250	77013	33	D85	Information Technology
5	Roza	$ 1,700	77014	23	D63	Information Technology
6	Farah	$ 1,650	77015	27	D11	Human Resources
7	DIshad	$ 1,100	77016	35	D01	Marketing
8	Ary	$ 1,450	77017	23	D98	Human Resources

1- **The function inside cell (E2) is (Table A)**
   A. =AVERAGE(C3:E3)
   B. =AVERAGE(C3;E3)
   C. =AVERAGE(B2:D2)
   D. =AVERAGE(B2;D2)
2- **To find how many numbers in the schedule we use (Table A)**
   A. =COUNT(C3:E8)
   B. =COUNTA(C3:E8)
   C. =COUNT(B2:D7)
   D. =COUNTBLANK(B2:D7)
3- **To change the letters of (Rizgar) to all capital we have to use (Table A)**
   A. =UPPER(A2)
   B. =UPPER(A3)
   C. =PROPER(A3)
   D. =PROPER(A2)
4- **To find how many cells are empty in the schedule we use (Table A)**
   A. =COUNTBLANK(A1;E8)
   B. =COUNTBLANK(A1.E8)
   C. =COUNTBLANK(A1:E8)
   D. =COUNTBLANK(A1-E8)
5- **To find total of the numbers in the schedule we use (Table A)**
   A. =SOM(B2:D7)
   B. =SUMIF(B2:D7)
   C. =SUM(D1:D7)
   D. =SUM(B2:D7)
6- **To find how many cells are empty in the schedule we use (Table A)**
   A. =COONTA(A1:E8)
   B. COUNTA(A1:E8)=
   C. =COUNTA(A1:E9)
   D. =COUNTA(E8:A1)
7- **To write this time in excel (12:00:00 AM) we have to write (Table A)**
   A. 12:00:00
   B. 23:00:00
   C. 12:00;00
   D. 24:00:00
8- **To write this time in excel (9:30:00 PM) we have to write (Table A)**
   A. 21:30:00
   B. 9:30:00
   C. 9:00:30
   D. 21:00:30
9- **To write this time in excel (12:15:51 PM) we have to write (Table A)**
   A. 12;15;51
   B. 12:15:51
   C. 12:51:15
   D. 15:12:15
10- **To write this date in excel (**Wednesday, January 1, 2020**) we have to use (Table A)**
   A. Date
   B. Long Date
   C. Short Date
   D. General
11- **To write this number in excel (**$43,831**) we have to use (Table A)**

A. Currency
B. Date
C. Time
D. Accounting

12- To write this number in excel (9:00) we have to use (Table A)
A. Currency
B. Number
C. Time
D. Accounting

13- To find total of (Mabast) in the schedule we use (Table A)
A. =SUM(B6:D6)
B. =SUM(B7:D7)
C. =SUM(A2:D6)
D. =SUM(A2:D7)

14- To find the 3rd subject of Goran by using lookup we use (Table A)
A. =VLOOKUP(A9,A1,E8,4,0)
B. =VLOOKUP(A9,A1:E8,4,0)
C. =VLOOKUP(A9,A1:E8,4,1)
D. =HLOOKUP(A9,A1:E8,4,0)

15- To find the 1st subject of Vala by using lookup we use (Table A)
A. =VLOOKUP(A9,A1:E8,0,2)
B. =VLOOKUP(A9:A1:E8:2:0)
C. =VLOOKUP(A1,A11:E8,2,0)
D. =VLOOKUP(A9,A1:E8,2,0)

16- To find the average of Ramyar by using lookup we use (Table B)
A. =VLOOKUP(A9,A1:E5,8,0)
B. =VLOOKUP(A9,E8:A1,5,0)
C. =LOOKUPV(A9,A1:E8,5,0)
D. =VLOOKUP(A9,A1:E8,5,1)

17- To find the average of Goran we can use (Table A)
A. =(B7+C7+D7)*3
B. =(B7+C7+D7)+3
C. =(B7+C7+D7)/3
D. =(B7+C7+D7)/4

18- To find Dlshad's phone number we use (Table B)
A. =VLOOKUP(A9,A1:F8,3,0)
B. =VLOOKUP(A9,A1:F8,,3,0)
C. =VLOOKUP(A9,A1;F8,3,0)
D. =VLOOKUP(A1,A9:F8,3,0)

19- To find the salary for full year we have to use (Table B)
A. =VLOOKUP(A9,A1:F8,2,0)*6
B. =VLOOKUP(A9,A1:F8,2,0)*1
C. =VLOOKUP(A9,A1:F8,2,0)+12
D. =VLOOKUP(A9,A1:F8,2,0)*12

20- To find the age of staff by months we use (Table B)
A. =VLOOKUP(A9,F8;A1,4,0)*12
B. =VLOOKUP(A9,F8:A1,4,0)*12
C. =VLOOKUP(A9;F8:A1,4,0)*12
D. =VLOOKUP(A9;F8;A1;4;0)*12

21- To find the age of staff we use (Table B)
A. =VLOOKUP(A9,F8;A1,4,0)

B. =VLOOKUP(A9,F8:A1,4,0)

C. =VLOOKUP(A9;F8:A1,4,0)

D. =VLOOKUP(A9;F8;A1;4;0)

22- To find the code of staff we use (Table B)

A. =VLUOKUP(A9,A1:F8,5,0)

B. =XLOOKUP(A9,A1:F8,5,0)

C. =VLOOKUP(A9,A1:F8,5,0)

D. =HLOOKUP(A9,A1:F8,5,0)

23- To find the Department of staff we use (Table B)

A. =VLOOKUP(A9,A1:F8,7,0)

B. =VLOOKUP(A9,A1:F8,4,0)

C. =VLOOKUP(A9,A1:F8,3,0)

D. =VLOOKUP(A9,A1:F8,6,0)

24- To find the salary for half year we have to use (Table B)

A. =VLOOKUP(A9,A1:F8,2,0)*12

B. =VLOOKUP(A9,A1:F8,2,0)*8

C. =VLOOKUP(A9,A1:F8,2,0)*6

D. =VLOOKUP(A9,A1:F8,2,0)*4

25- To write this number in excel (9:00 $) we have to use (Table A)

A. Currency

B. Number

C. Time

D. Accounting

26- To find how many cells are empty in the schedule we use (Table B)

A. =COONTA(A1:F9)

B. COUNTA(A1:F9)=

C. =COUNTA(A1:F9)

D. =COUNTA(E8:F9)