Testpassport Q&A

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Exam : MO-200

Title : Microsoft Excel (Excel and Excel 2019)

Version : DEMO

1.Topic 1, Clothing Orders

Case Study

Exhibit.

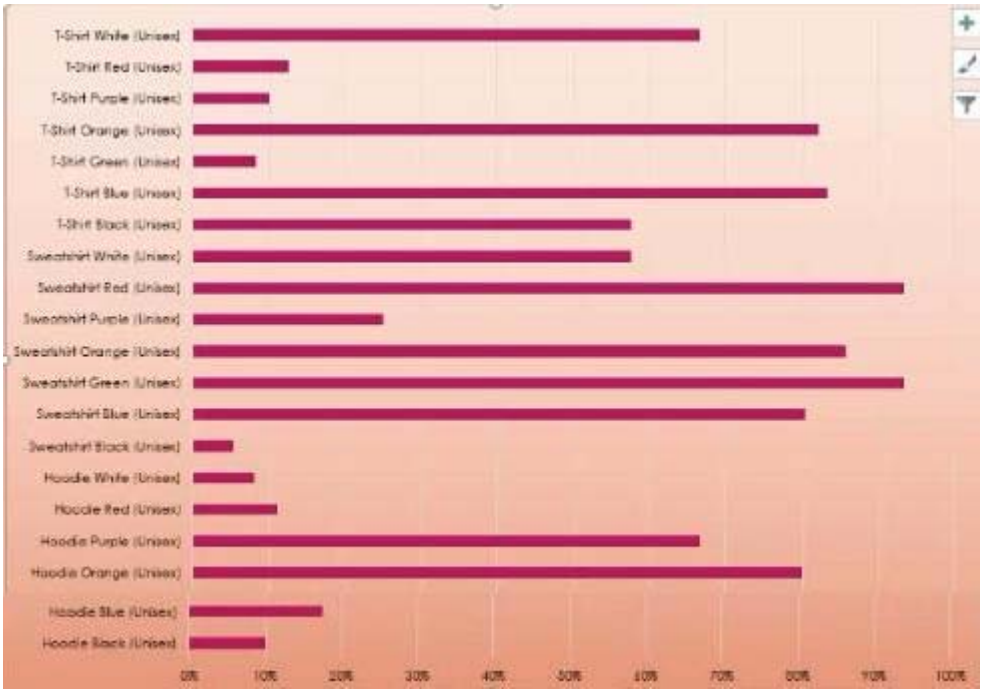
VanArsdel, Ltd.

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	$ 2,400.00
TWU	T-Shirt White (Unisex)	100	$ 24.00	$ 9,000.00
		30	$ 300.00	
				$ 11,640.00
			Subtotal	$ 931.20
			Tax	$ 12,571.20
			Total	

	A	B	C	D	E	F	G	H	I	J	K	L
4	SKU	Product Name	Product Type	Color	In Stock	Max Inventory	Inventory Level %	Inventory Notice	Unit Cost	Unit Price	Tax	Price with Tax
5	HBKU	Hoodie Black (Unisex)	Hoodie	Black	20	200	10%		$ 15.00	$ 30.00		$ 30.00
6	HBU	Hoodie Blue (Unisex)	Hoodie	Blue	42	240	18%		$ 15.00	$ 30.00		$ 30.00
7	HGU	Hoodie Green (Unisex)	Hoodie	Green	24	150	16%		$ 15.00	$ 30.00		$ 30.00
8	HOU	Hoodie Orange (Unisex)	Hoodie	Orange	120	150	80%		$ 15.00	$ 30.00		$ 30.00
9	HPU	Hoodie Purple (Unisex)	Hoodie	Purple	80	120	67%		$ 15.00	$ 30.00		$ 30.00
10	HRU	Hoodie Red (Unisex)	Hoodie	Red	20	180	11%		$ 15.00	$ 30.00		$ 30.00
11	HWU	Hoodie White (Unisex)	Hoodie	White	24	300	8%		$ 15.00	$ 30.00		$ 30.00
12	SBKU	Sweatshirt Black (Unisex)	Sweatshirt	Black	21	400	5%		$ 12.00	$ 24.00		$ 24.00
13	SBLU	Sweatshirt Blue (Unisex)	Sweatshirt	Blue	201	250	80%		$ 12.00	$ 24.00		$ 24.00
14	SGU	Sweatshirt Green (Unisex)	Sweatshirt	Green	140	150	93%		$ 12.00	$ 24.00		$ 24.00
15	SOU	Sweatshirt Orange (Unisex)	Sweatshirt	Orange	120	140	86%		$ 12.00	$ 24.00		$ 24.00
16	SPU	Sweatshirt Purple (Unisex)	Sweatshirt	Purple	20	80	25%		$ 12.00	$ 24.00		$ 24.00
17	SRU	Sweatshirt Red (Unisex)	Sweatshirt	Red	140	150	93%		$ 12.00	$ 24.00		$ 24.00
18	SWU	Sweatshirt White (Unisex)	Sweatshirt	White	230	400	58%		$ 12.00	$ 24.00		$ 24.00
19	TBKU	T-Shirt Black (Unisex)	T-Shirt	Black	144	250	58%		$ 4.35	$ 8.70		$ 8.70
20	TBLU	T-Shirt Blue (Unisex)	T-Shirt	Blue	250	300	83%		$ 4.35	$ 8.70		$ 8.70
21	TGU	T-Shirt Green (Unisex)	T-Shirt	Green	24	290	8%		$ 4.35	$ 8.70		$ 8.70
22	TOU	T-Shirt Orange (Unisex)	T-Shirt	Orange	115	140	82%		$ 4.35	$ 8.70		$ 8.70
23	TPU	T-Shirt Purple (Unisex)	T-Shirt	Purple	25	250	10%		$ 4.35	$ 8.70		$ 8.70
24	TRU	T-Shirt Red (Unisex)	T-Shirt	Red	50	400	13%		$ 4.35	$ 8.70		$ 8.70
25	TWU	T-Shirt White (Unisex)	T-Shirt	White	300	450	67%		$ 4.35	$ 8.70		$ 8.70


T-Shirt White (Unisex)
T-Shirt Red (Unisex)
T-Shirt Purple (Unisex)
T-Shirt Orange (Unisex)
T-Shirt Green (Unisex)
T-Shirt Blue (Unisex)
T-Shirt Black (Unisex)
Sweatshirt White (Unisex)
Sweatshirt Red (Unisex)
Sweatshirt Purple (Unisex)
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Sweatshirt Green (Unisex)
Sweatshirt Blue (Unisex)
Sweatshirt Black (Unisex)
Hoodie White (Unisex)
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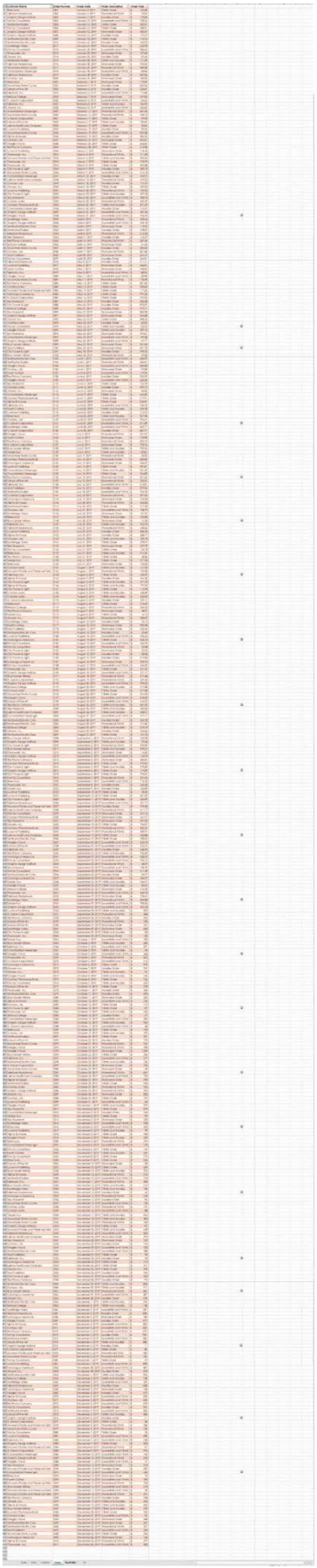

CORRECT TEXT
On the ‘’Prices’’ worksheet, in the ‘’inventory Notice’’ column, use a function to display ‘’Low’’ if the ‘’ inventory Level % is below 15%. Otherwise, leave the ‘’Inventory Notice’’ blank.
Answer:
=IF(inventory level<15%), "low", ""). Select and drag to apply to other rows

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 multiples 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.