

**QUESTION 1**Not yet answered Marked out of 4.00 

Working with large datasets in a business often requires sorting the data. It is important to fill in the criteria required for each level in the Sort dialogue box correctly. In order to sort a column containing surnames alphabetically, the "Sort On" box must be set to:

Select one:

- a. Values.
- b. Surnames.
- c. Alphabetical.
- d. Numbers.
- e. Conditional Formatting.

**QUESTION 2**Not yet answered Marked out of 4.00 

Look-up functions (VLOOKUP, HLOOKUP) are used to search a table or cell range for data corresponding to some specified input. Which of the following is not possible with VLOOKUP?

Select one:

- a. Search a table or cell range for data located in a different worksheet.
- b. Search a table or cell range for data located in a column to the left of the column that contains the lookup value.
- c. Search a table or cell range for data located in a column to the right of the column that contains the lookup value.
- d. Search a table or cell range for data values such as text, numbers or characters.
- e. They are all possible uses of VLOOKUP.

**QUESTION 3**Not yet answered Marked out of 4.00 

Where on the Excel screen do you find the Concatenate function?

Select one:

- a. In the Function group under the Insert tab on the Ribbon.
- b. In the Function Library group under the Formula tab on the Ribbon.
- c. Nowhere. The only way to use Concatenate is to type it directly into a cell as: =CONCATENATE followed by the required arguments.
- d. In the Outline group under the Data tab on the Ribbon.
- e. In the Data tools group under the Data tab on the Ribbon.

**QUESTION 4**Not yet answered Marked out of 4.00 

How can you minimize the Ribbon?

Select one or more:

- a. All of the options listed are correct.
- b. Click on the Minimize the Ribbon button in the top right-hand corner of the screen.
- c. Press the shortcut key combination: Ctrl+F1 to minimize the Ribbon.
- d. Right click the Ribbon and select Minimise the Ribbon/Collapse the Ribbon.

**QUESTION 5**Not yet answered Marked out of 4.00  Flag question 

Working with databases, CSV files, and Excel worksheets that include information about customers is very usual in the workplace. When we transfer the data from these files to an Excel worksheet, we usually end up with a mixture of cells with numerical values and other cells with text strings (names, surnames, etc.). In these datasets, we often use the Concatenate function to arrange the data. What is the purpose of inserting the blank quotation marks in the Concatenate function?

Select one:

- a. They are a separate argument that is used to insert blank spaces between values that are being joined together.
- b. To insert quotation marks when concatenating text strings.
- c. To connect different arguments in the formula together.
- d. They are placeholders in the formula for where you are not sure which values need to be joint together.

**QUESTION 6**Not yet answered Marked out of 4.00  Flag question 

When you are working with Excel in a business, it is often necessary to import large data sets automatically into Excel. Which of the following methods are more efficient to import large datasets into Excel and, if needed, what are their settings?

Select one or more:

- a. Open the txt file, choose an Excel worksheet and create columns in Excel with the same names as in the data file, then copy each entry from the txt file into the Excel worksheet.
- b. Use the Text Import Wizard and the "Preview file" tab on the Ribbon to select the best options to import the data into Excel.
- c. Use the Text Import Wizard, selecting adequate delimiters, headers and any text qualifier.
- d. None of the above.

**QUESTION 7**Not yet answered Marked out of 4.00  Flag question 

When you are working with Excel in a business, it is often necessary to import large data sets automatically into Excel. Which of the following is not a valid delimiter that you can instruct Excel to use to separate text or other values into columns?

Select one:

- a. Space.
- b. Colon.
- c. Asterisk.
- d. Semicolon.
- e. All of the above are valid delimiters.

**QUESTION 8**

Not yet answered Marked out of 11.00 Flag question

In your Answer booklet in "Sheet 1", the cell range F1:L11 contains data about the marks of 10 mathematics students. The data for each student comprises: their ID number, forename and surname, and their marks in four modules. The accompanying cell range A1:D11 also contains the students' ID numbers, along with three empty columns which you will need to complete by using the data in cells F1:L11 and appropriate Excel functions. In order to calculate the average mark for each student across the 4 modules in Column C, we can use VLOOKUP, AVERAGE and Autofill. Which of the following are correct?

Select one or more:

- a. We convert the range F1:L11 to a table named Marks. In cell C2, we use =AVERAGE (VLOOKUP (A2, Marks, 4, 0), VLOOKUP (A2, Marks, 5, 0), VLOOKUP (A2, Marks, 6, 0), VLOOKUP (A2, Marks, 7, 0)) and copy the contents of the cell to the other cells using Autofill.
- b. In cell M2, we use =AVERAGE (I2:I2) to find the average mark. In cell C2, we use =VLOOKUP (A2, F2:M11, 8, 0) to find the average mark by ID number. Finally, we use Autofill to fill all the other values.
- c. In cell M2, we use =AVERAGE (\$I2:\$L2) to find the average mark. In cell C2, we use =VLOOKUP (A2, F2:M11, 8, 0) to find the average mark by ID number. Finally, we use Autofill to fill all the other values.
- d. We convert the range F1:L11 to a table named Marks. In cell C2, we use =AVERAGE (VLOOKUP (A2, Marks, 4, 0), VLOOKUP (A2, Marks, 5, 0), VLOOKUP (A2, Marks, 6, 0), VLOOKUP (A2, Marks, 7, 0)) and drag the contents of the cell to the other cells using +.

**QUESTION 9**

Not yet answered Marked out of 11.00 Flag question

In your Answer booklet in "Sheet 1", the cell range F1:L11 contains data about the marks of 10 mathematics students. The data for each student comprises: their ID number, forename and surname, and their marks in four modules. The accompanying cell range A1:D11 also contains the students' ID numbers, along with three empty columns which you will need to complete by using the data in cells F1:L11 and appropriate Excel functions. In order to enter the students' surnames in cells B2:B11, we can use VLOOKUP and Autofill. Which of the following are correct?

Select one:

- a. We convert the range F1:L11 to a table named marks. In cell B2, we use =VLOOKUP (A2, marks, 3, 0) and use Autofill.
- b. In cell B2 we use =VLOOKUP (A2, \$F\$2:\$L\$11, 3, 0) and drag the contents of the cell to the other cells using +.
- c. We convert the range F1:L11 to a table named marks. In cell B2, we use =VLOOKUP (A2, marks, 3, 0) and drag the contents of the cell to the other cells using +.
- d. All of the above.
- e. None of the above.

**QUESTION 10**

Not yet answered Marked out of 12.50 Flag question

The function  $f(x) = \cos(3^*x)+x$  has only three roots, one of which is negative and the other two are positive. Find and write below the two positive roots of this function to four decimal positions. You can use any method including bisection, Newton-Rhapson or goal seek. As extra help, the roots lie in the interval [0,2].

Please, input your answer in the text box below.



**QUESTION 11**

Not yet answered Marked out of 12.50 Flag question

Numerically compute the integral of  $f(x) = \exp(-x^2)$  over the interval  $[0,1]$ . Use the following two methods: trapezoid and Simpson's rule, and for both cases use  $n = 4$ .

Which of the following statements is correct.

Select one:

- a. The integral using the trapezoid rule is 0.74298, and using Simpson rule the integral is 0.74686.
- b. The integral using the trapezoid rule is 0.74498, and using Simpson rule the integral is 0.74686.
- c. The integral using the trapezoid rule is 0.74288, and using Simpson rule the integral is 0.74888.
- d. The integral using the trapezoid rule is 0.74686, and using Simpson rule the integral is 0.74298.
- e. The integral using the trapezoid rule is 0.74298, and using Simpson rule the integral is 0.74486.

**QUESTION 12**

Not yet answered Marked out of 12.50 Flag question

Consider the data in your Answer booklet in "Sheet 2". It has stock price values for three manufacturing companies IMEX, IDEA and INKY, recorded over a period of 15 quarters. Open the data and do the following:

- 1) For every company, compute returns and store these values in three new columns. Call these columns RETIMEX, RETIDEA, RETINKY.
- 2) Analyse the returns data by creating scatterplots and computing the correlation between all pairs of returns. This means of course the pairs RETIMEX vs RETIDEA, RETIMEX vs RETINKY and RETIDEA vs RETINKY.

Now carefully study your plots and numerical results and select which is the correct answer below.

Select one:

- a. Returns RETINKY and RETIMEX have a strong positive correlation, while RETIMEX and RETIDEA have a strong negative correlation.
- b. Returns RETINKY and RETIDEA are practically uncorrelated, while RETINKY and RETIMEX have a weak positive correlation.
- c. Returns RETINKY and RETIMEX have a weak positive correlation, while RETIMEX and RETIDEA have a weak negative correlation.
- d. Returns RETINKY and RETIDEA have a weak positive correlation, while RETINKY and RETIMEX are practically uncorrelated.
- e. Returns RETIDEA and RETIMEX have a weak negative correlation, while RETIMEX and RETINKY have a weak positive correlation.

**QUESTION 13**

Not yet answered Marked out of 12.50 Flag question

Consider the following system of equations in three variables.

$$-u - w = 1$$

$$u - v - w = 0$$

$$-v - w = 0$$

Which of the following statements are correct.

Select one:

- a. The solution to the system is  $u=0, v=-1, w=1$  and the determinant of the associated matrix of coefficients is  $-1$ .
- b. The solution to the system is  $u=0, v=1, w=-1$  and the determinant of the associated matrix of coefficients is  $-1$ .
- c. The solution to the system is  $u=0, v=-1, w=1$  and the determinant of the associated matrix of coefficients is  $1$ .
- d. The solution to the system is  $u=0, v=-1, w=-1$  and the determinant of the associated matrix of coefficients is  $-1$ .
- e. The solution to the system is  $u=0, v=1, w=-1$  and the determinant of the associated matrix of coefficients is  $1$ .

**QUESTION 14**

Not yet answered Not graded Flag question

You are also invited to upload scans of your rough work; in the event that you fail the assessment, we will use these to see whether there are method marks we can award to help you pass.

Maximum file size: Unlimited, maximum number of files: 1

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Accepted file types

**Document files** .doc .docx .epub .gdoc .odt .oth .ott .pdf .rtf

**Presentation files** .gslides .odp .otp .potm .potx .ppam .pps .ppsm .ppsx .ppt .pptm .ppbx .pub .sti .sxi

**Spreadsheet files** .csv .gsheet .ods .ots .xls .xlsm .xlsx