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About Microsoft MO-201 Exam Certification Details:

- **Vendor:** Microsoft
- **Exam Code:** MO-201
- **Certification Name:** Microsoft Office Specialist
- **Exam Name:** Microsoft Excel Expert (Excel and Excel 2019)
- **Number of Questions:** 24
- **Promo Code For Microsoft MO-201 Dumps:** **SAVE35**
- **Exam Language:** English
- **Exam Duration:** 90 mint
- **Exam Format:** MCQs

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The banner features three product boxes on the left, each with a price comparison. The first box is 'PDF QUESTIONS & ANSWERS' with an old price of \$69 and an actual price of \$44. The second box is 'PRACTICE TEST' with an old price of \$75 and an actual price of \$48. The third box is 'WEB-BASED SELF-ASSESSMENT PRACTICE TEST SOFTWARE' with an old price of \$79 and an actual price of \$51. To the right, a large green '35%' is displayed with 'UPTO' and 'OFF' on either side. Below this, it says 'USE COUPON SAVE35' and 'TRY FREE DEMO'. The website 'www.passitcertify.com' is at the bottom. On the far right, a man in a blue plaid shirt is gesturing with his hands.

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Question No. 1

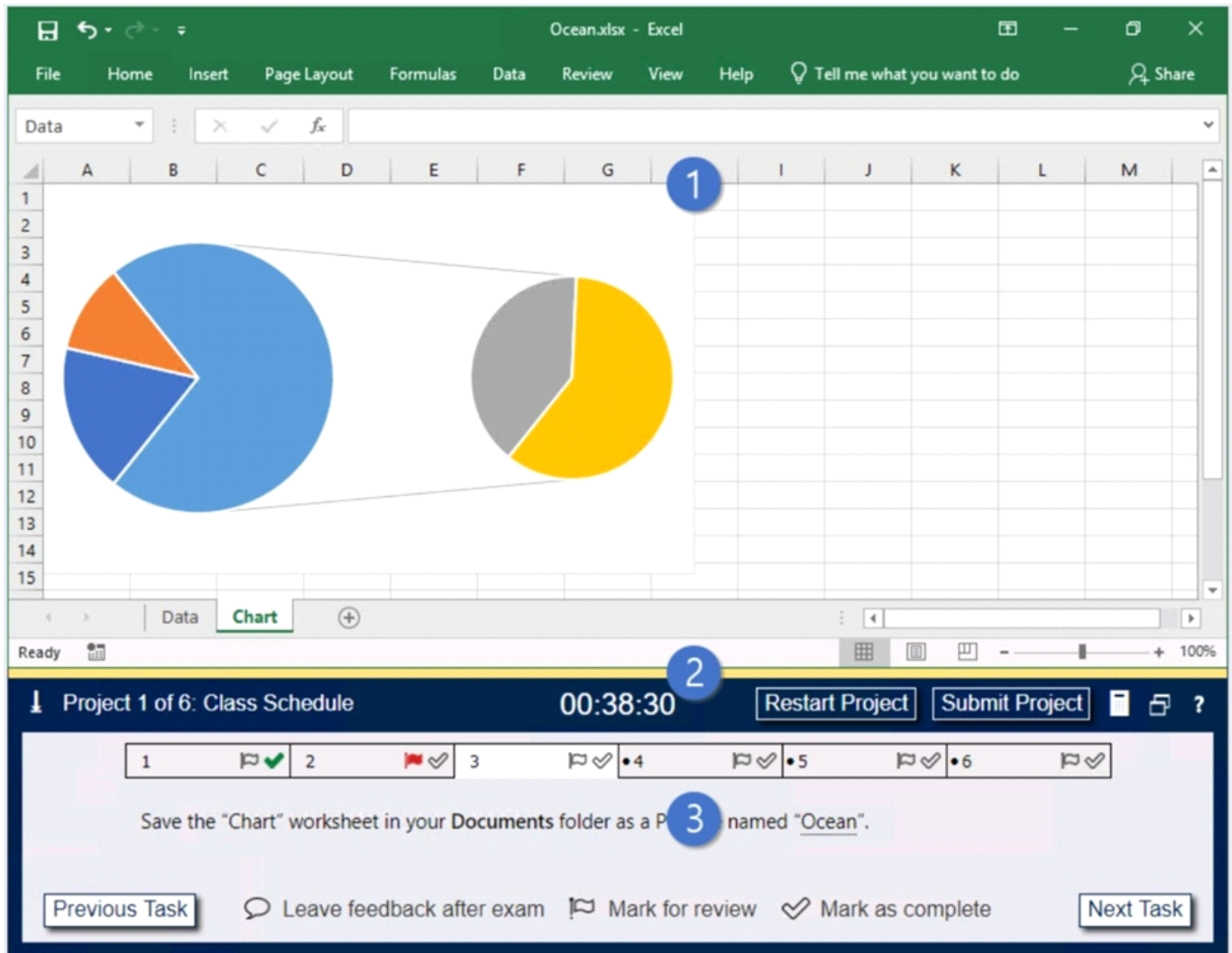
SIMULATION

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.



1. Project file

2. Split bar

3. Exam panel

You can modify the exam interface to fit your needs in the following ways:

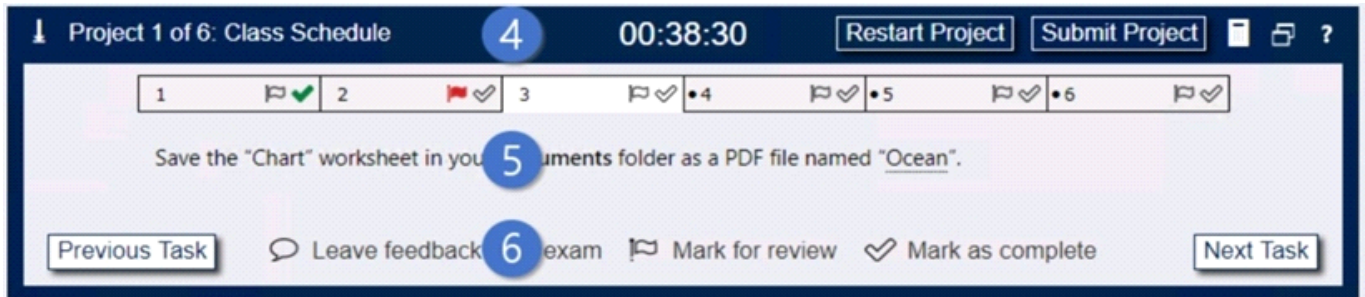
* To increase or decrease the exam panel font size, press Ctrl+Plus or Ctrl+Minus.

* To change the height of the exam panel, drag the split bar between the project file and the exam

panel.



* To restore the interface to the default appearance, click the Restore button near the upper-right corner of the exam panel.



4. The Information bar at the top of the exam panel displays the current project and total number of projects, the remaining exam time, and the following commands:

- * Collapse Panel. Minimizes the exam panel to provide more space for the project file.
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- * Mark for review. Flags the task to indicate that you want to return to it before you finish the exam.
- * Mark as complete. Flags the task to indicate that you feel you have completed the task.

In projects that contain multiple tasks, you can switch between tasks by clicking the task tab, Next Task button, or Previous Task button.

End of the instructions.

On the "New Products" worksheet, create a Histogram chart that shows the "Retail Price" of the products in bins with widths of \$10.

The chart size and position do not matter.

- **A.** 1. Select your data. 2. Click Insert > Insert Statistic Chart > Histogram. 3. Right-click the horizontal axis of the chart, click Format Axis, and then click Axis Options.



4. Use the information in the following table to decide which options you want to set in the Format Axis task pane.



- **B.** 1. Select your data. 2. Click Insert > Insert Statistic Chart > Histogram. 3. Right-click the horizontal axis of the chart, click Format Axis, and then click Axis Options. 4. Use the information in the following table to decide which options you want to set in the Format Axis task pane.



Answer: A

Question No. 2

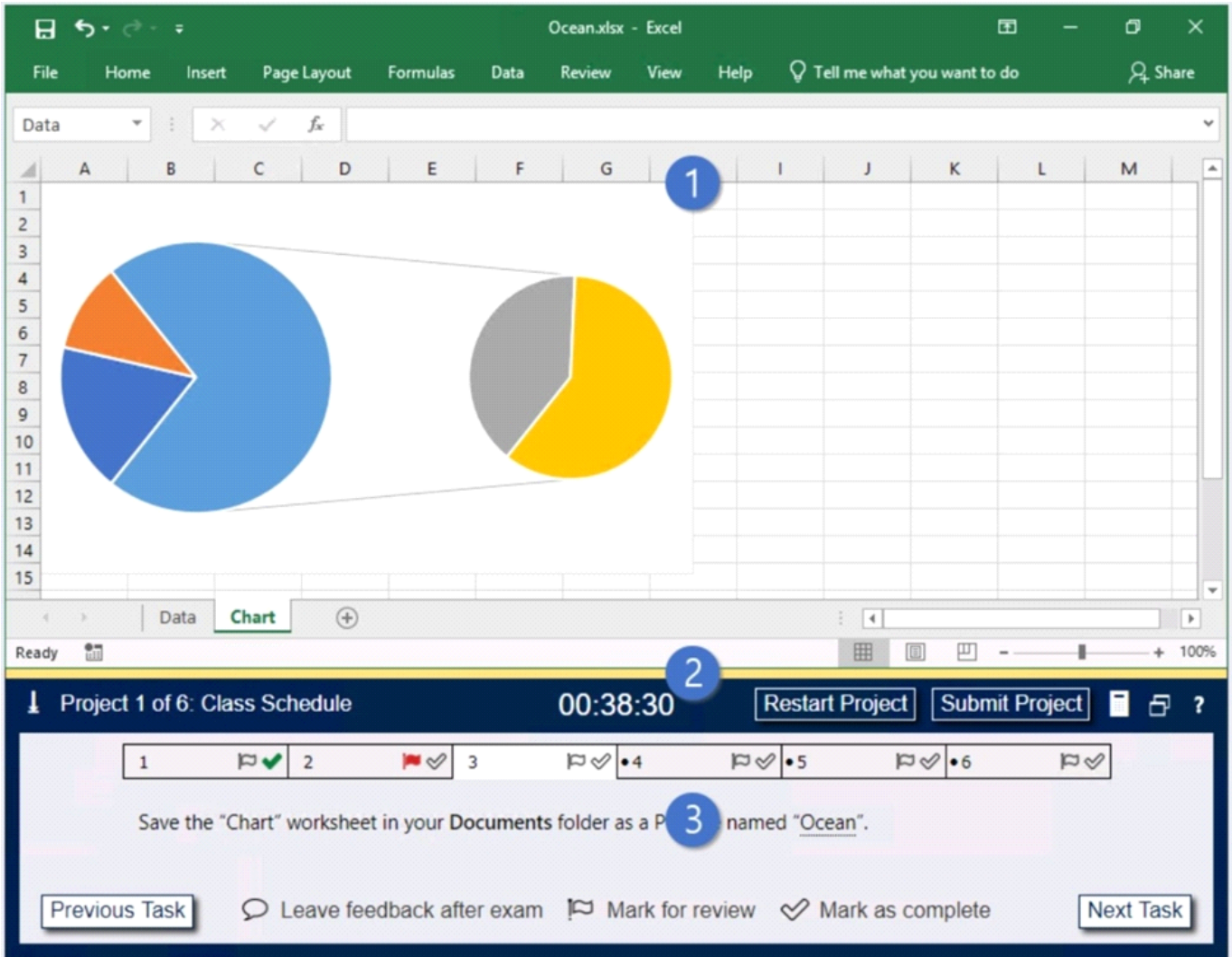
SIMULATION

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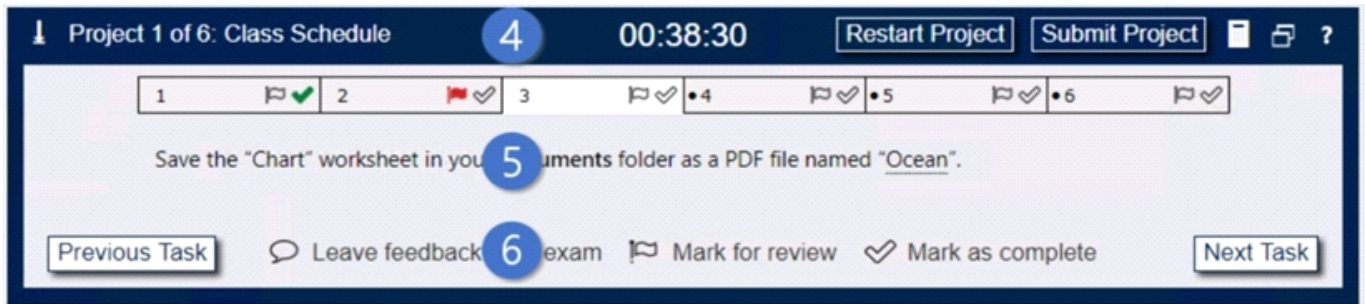
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In projects that contain multiple tasks, you can switch between tasks by clicking the task tab, Next Task button, or Previous Task button.

End of the instructions.

On the "Retail" worksheet, display arrows that indicate the cell values that are dependent on the value in C4.

- **A.** Select the cell for which you want to identify the dependent cells.



The other workbook must be open before Excel can trace these dependencies.

- **B.** Select the cell for which you want to identify the dependent cells.



The other workbook must be open before Excel can trace these dependencies.

Answer: A

Question No. 3

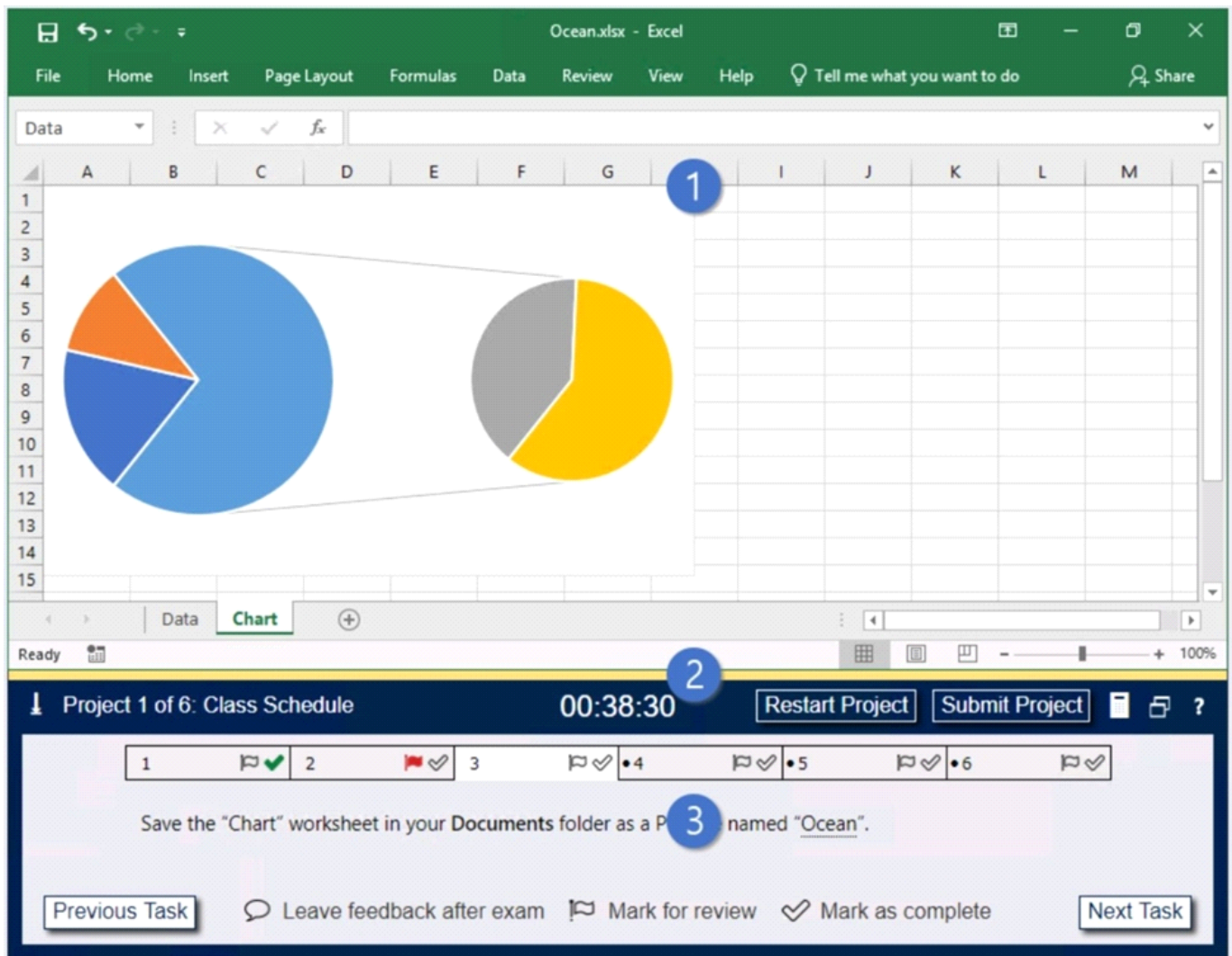
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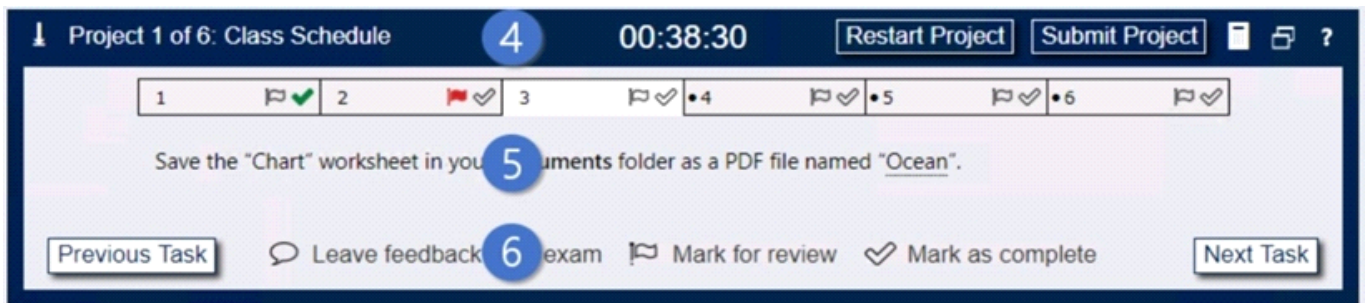
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In projects that contain multiple tasks, you can switch between tasks by clicking the task tab, Next Task button, or Previous Task button.

End of the instructions.

On the "Employees" worksheet, in cell F4, enter a formula that returns the employee's bonus from the "Years of Service Bonus" table.

Adjust the formula and then copy it to cells F5:F19.

- **A.** Select cell F4. Enter the following formula: `=INDEX(I2:I7,MATCH(B3,H3:H8,1),1)`
Press Enter.
- **B.** Select cell F4. Enter the following formula: `=INDEX(I2:I7,MATCH(B4,H2:H7,1),1)`
Press Enter.

Answer: B

Question No. 4

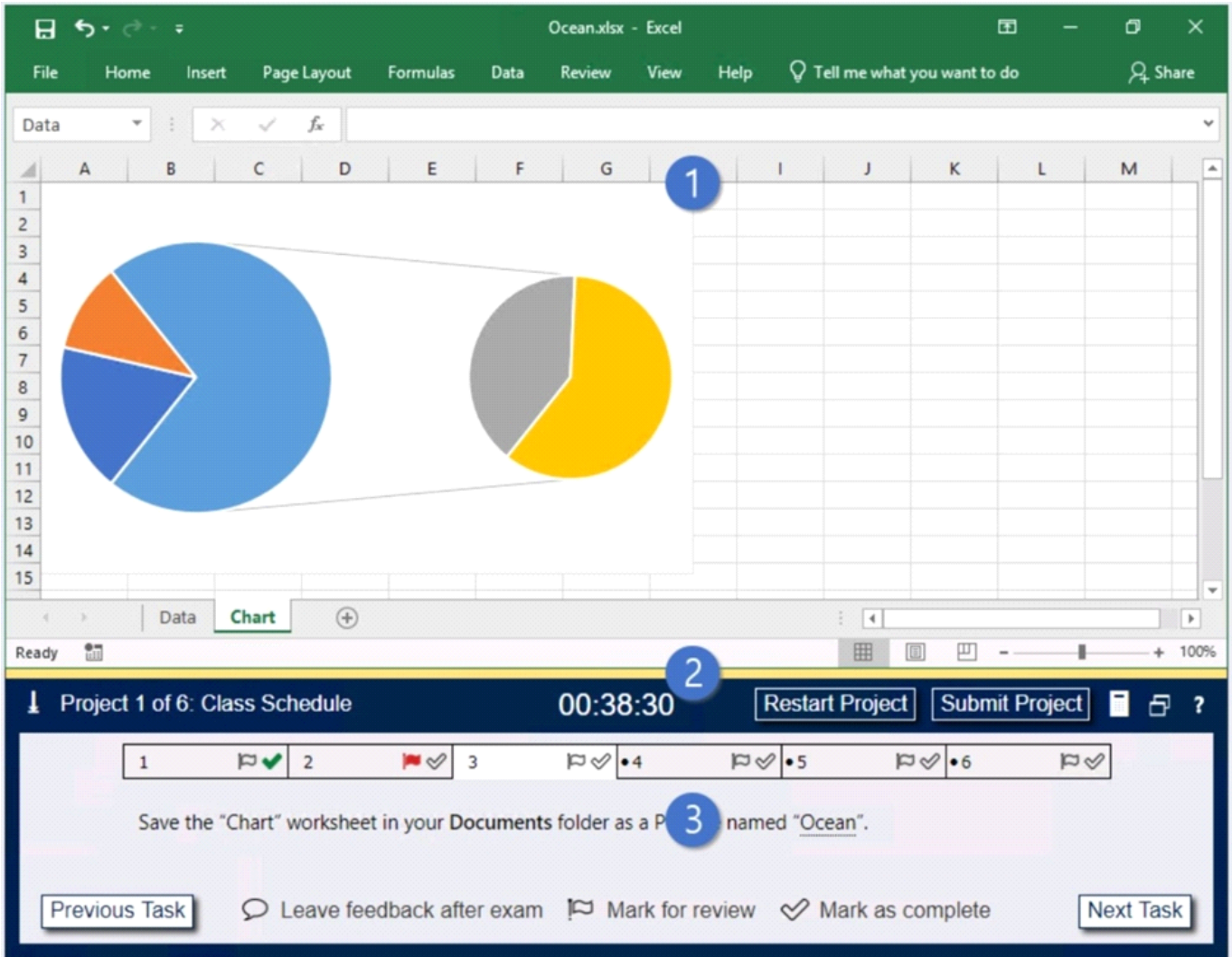
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1. Project file

2. Split bar

3. Exam panel

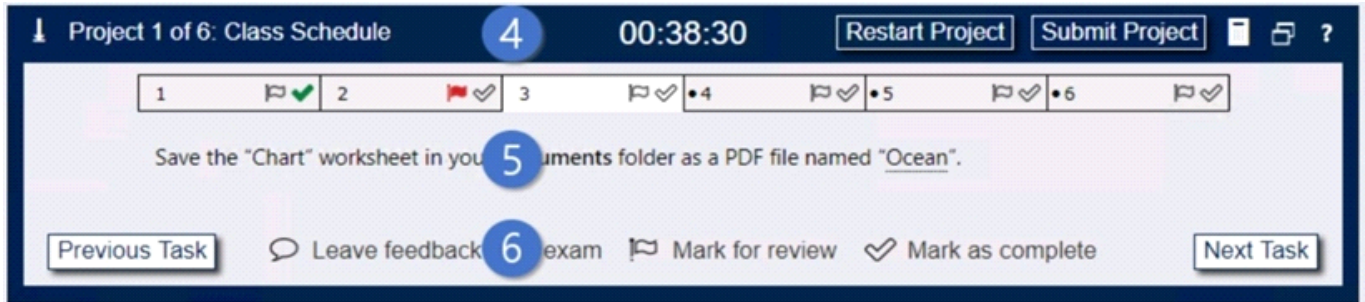
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End of the instructions.

You are creating a product workbook for Tailspin Toys.

On the "Inventory" worksheet, use an Excel feature to remove the duplicate records from the "Products" cell range.

- **A.** 1. Select the range of cells that has duplicate values you want to remove.



2. Click Data > Remove Duplicates. 3. Under Columns, check only the Products column. 4. Click OK.

- B. 1. Select the range of cells that has duplicate values you want to remove.



2. Click Data > Remove Duplicates. 3. Click OK.

Answer: A

Question No. 5

SIMULATION

Instructions

Exam Environment

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

The screenshot shows an Excel spreadsheet with two pie charts. The first pie chart is blue with a small orange slice, and the second is yellow with a grey slice. The spreadsheet is titled 'Ocean.xlsx - Excel'. The exam interface at the bottom shows 'Project 1 of 6: Class Schedule' with a timer of 00:38:30. There are buttons for 'Restart Project' and 'Submit Project'. A task instruction says 'Save the "Chart" worksheet in your Documents folder as a P named "Ocean"'. The interface also has buttons for 'Previous Task', 'Leave feedback after exam', 'Mark for review', 'Mark as complete', and 'Next Task'. There are also icons for a flag and a checkmark next to task numbers 1 through 6.

1. Project file

2. Split bar

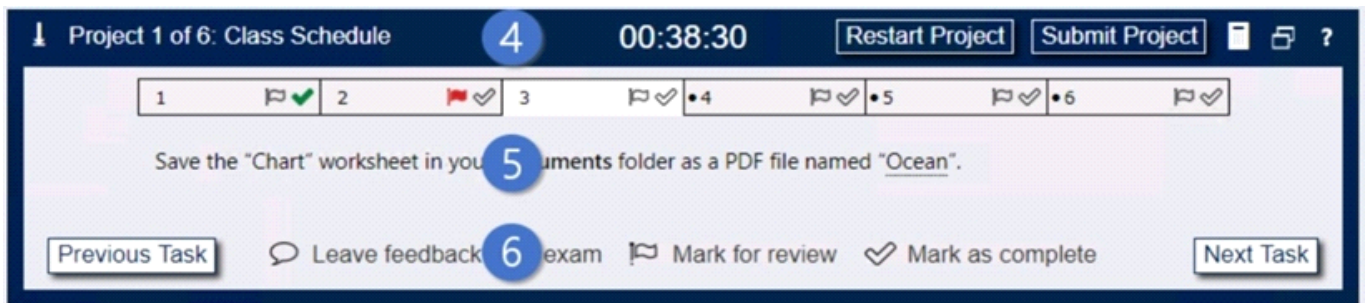
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In projects that contain multiple tasks, you can switch between tasks by clicking the task tab, Next Task button, or Previous Task button.

End of the instructions.

On the "Regional Sales" worksheet, modify the PivotTable to display the "Territory" rows within each region.

- **A.** Click anywhere in the PivotTable to display the Field List. Check the box next to Territory. The PivotTable should now be displaying Territory rows within each region.
- **B.** Click anywhere in the PivotTable to display the Field List. Check the box next to Territory, and it should be added to the Rows area by default. The PivotTable should now be displaying Territory rows within each region.

Answer: B

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