Reg. No :...............................

Name :...............................

P.G. DIPLOMA (C.S.S) EXAMINATION, NOVEMBER 2024
2024 ADMISSIONS REGULAR
SEMESTER I - CORE COURSE BUSINESS ANALYTICS
BA1C04TM20 - Spreadsheet Modelling and Decision Analysis

Time : 3 Hours

Maximum Weight : 30

Part A

I. Answer any Eight questions. Each question carries 1 weight

(8x1=8)

1. What are the differences between a workbook and a worksheet?

2. What is the need for protecting an excel worksheet?

3. Can you compare and list any three points about REPLACE and SUBSTITUTE?

4. How would you describe the MATCH function?

5. Write the syntax in the syntax column in such a way to get the shown output

Value	Result	Syntax
PR1,ML1,TT1	PROJECT1,ML1,TT1	?

6. Apply the syntax in the syntax column in order to get the displayed output as result in the Result column

Value	Result	Syntax
1/1/2021	01Jan,2021	?

7. In case you do not want to modify the cell addresses when they are copied, what should you do?

8. Explain Pivot tables along with their features?

9. Top/Bottom Rules allow you to apply conditional formatting to cells that fall within the top or bottom numbers or percentile. How many items will it allow you to include in the rule? Comment on it.

10. What kind of chart is a Picture chart? How can we plot a picture chart?

Part B

II. Answer any Six questions. Each question carries 2 weight

(6x2=12)

11. Summarize the concept of cell orientation and alignment.

12. How do you freeze panes in Excel?

13. What are the IF and Nested IF functions in Microsoft Excel? Apply the formula of IF and NESTED IF in the below GRADE cell.

NAME	SUB1	SUB2	SUB3	TOTAL	GRADE	GRADE
AMAL	40	29	33	102	?	?

14. Explain the task of GoTo in MS Excel.

15. Compare LEFT(),MID(),RIGHT().

16. What are the different types of Text functions available in Excel?

17. In Microsoft Excel, how can you shade one cell green if it is the highest value in a range of cells, and to shade another cell red if it is the lowest number in a range of cells?

18. What are the benefits of using conditional formatting?

Part C

19. What is the main purpose of the Header and Footer? How can we copy the header or footer on multiple sheets?

20. Explain the Logical functions in MS Excel with an illustrative example.

21. Explain the function LOOKUP with an appropriate example.

22. Write a short note on Pivot table