Ms Excel Practical Question Paper

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Word and Excel Practice Exercise

3 5. Create Queries: Query 1: List all of the books that are published by Prentice Hall using the LastName field of the Author table, the Title field of the Book table, and the PubName field of the Publisher table. Sort the query in ascending order according to the Title field. Save this query as Prentice Hall Books. Query 2: List all of the books where the publish date is greater than today 's ... PRACTICAL WORK 02 - SPREADSHEETS

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SAMPLE QUESTION PAPER 1 - CBSE

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1 Word and Excel Practice Exercise IMPORTANT While highly recommended as preparation for the Word and Excel Assignment, this practice exercise is optional and will not be graded. Solutions to this assignment have been posted. Please note that this exercise is not exhaustive and does not cover all tasks required on the Word and Excel Assignment.

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MS Excel application is most suitable for storing any kind of numerical data. (1 mark for the correct answer)

1 (g) Ans Explain the usage of the Network Places component of the windows operating system. The Network Places component of the Windows operating system displays shortcuts to other computers and shared resources on the computer network.

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Fig.1. Launghing MS Excel 2010. In this practical work you will learn to use Microsoft Excel 2010 version of this the spreadsheet program. To launch the application, press the START button, move the mouse cursor over the "All Programs" buttonand select "Microsoft Office" from the list that appears. In the list of shortcuts