

Manage data using Google Sheets[← Back](#)

Graded Assignment • 6 min



Due Dec 19, 11:59 PM IST

Your grade: 100%

Your latest: 100% • Your highest: 100%

To pass you need at least 50%. We keep your highest score.

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1. On the Rise partner owner Thomas Omar is reviewing a Google Sheet named “On the Rise Monthly Sales Figures.” He’d like to better analyze the data by filtering the data. What does he need to do?

1 / 1 point

- Open the **Data** menu, select **Sort cells**, then select **Create a filter**
- Select the **Filter** menu, choose a range of cells, then select **Create a filter**.
- Select one or more cells, open the **Data** menu, then select **Create a filter**

Correct

Correct

2. Now, Thomas wants to add some data to the Sheet. What are some of his options? Select all that apply.

1 / 1 point

- Import it from a Microsoft Excel file

Correct

Correct

- Manually add the data

Correct

Correct

- Paste it from within the same Google Sheet

Correct