# Section 1: INTRODUCTION

1. Excel 2021 is for users who want the latest version of Excel with all the new functionality but don’t have a Microsoft 365 subscription.
   1. **TRUE**
   2. FALSE
2. Excel 2021 contains new functions that are not available in older standalone versions of Excel.
   1. **TRUE**
   2. FALSE

# Section 2: DYNAMIC ARRAYS

1. Which of the following is not a dynamic array function?
   1. XLOOKUP
   2. **VLOOKUP**
   3. SEQUENCE
   4. SORTBY
2. Which logical operator do we use with FILTER if we want to filter on one piece of criteria or another?
   1. \*
   2. –
   3. =
   4. **+**

# Section 3: ADVANCED LOOKUP AND REFERENCE FUNCTIONS

1. What is the main advantage of using the SWITCH function over VLOOKUP or INDEX/MATCH?
   1. It’s a shorter formula to write
   2. **It negates the need for a lookup table**
   3. It’s easier for users to understand
   4. It’s more flexible than VLOOKUP
2. If we have ‘Circle’, ‘Square’ and ‘Triangle’ listed in cells B4, B5 and B6, what would be the result of the formula, =CHOOSE(2,$B$4,$B$5,$B$6)
   1. Circle
   2. **Square**
   3. Triangle
   4. #VALUE

# Section 4: STATISTICAL FUNCTIONS

1. If we have the values ‘10’, ‘5’ and ‘2’ in cells C5, C6 and C7, the result of MEDIAN and AVERAGE will be the same.
   1. TRUE
   2. **FALSE**
2. Which statistical function would you use to return a list of all values that appear more than once in a list?
   1. MODE
   2. MEDIAN
   3. **MODE.MULT**
   4. MODE.SNGL

# Section 5: MATH FUNCTIONS

1. It is important, particularly in the finance industry to ensure that we always apply rounding to any calculations.
   1. **TRUE**
   2. FALSE
2. What would be the result of this formula: =MROUND(E11,100) if the value in cell E11 is 5500.
   1. 5000
   2. 5550
   3. **5600**
   4. 4900

# Section 6: NEW FUNCTIONS – LET AND LAMBDA

1. When using the LET function, a value is assigned to the variable at the end of the calculation.
   1. TRUE
   2. **FALSE**
2. When creating a function based off of a LAMBDA, you must only copy the ‘processor’ part of the formula and paste it into name manager.
   1. **TRUE**
   2. FALSE

# Section 7: ADVANCED PIVOT TABLE AND PIVOT CHARTS

1. When applying custom formatting, what type of data does the third position control?
   1. Positive Values
   2. Negative Values
   3. **Zero Values**
   4. Text
2. If a PivotTable has a field for ‘Country’ and we want to create a calculation based on data for ‘Japan’, which type of calculation would we use?
   1. **Calculated Item**
   2. Calculated Field
   3. Solve Order
   4. GETPIVOTDATA()

# Section 8: FORM CONTROLS

1. Which tab needs to be turned on to access Form Controls?
   1. Forms
   2. **Developer**
   3. Help
   4. Insert
2. Which form control presents users with a drop-down list to select an item from?
   1. List box
   2. Scroll Bar
   3. Spin Button
   4. **Combo Box**

# Section 9: WORKING WITH POWER QUERY

1. In order to combine multiple files together in Power Query, all files must be consistent and have the same column headings.
   1. **TRUE**
   2. FALSE
2. What is the Applied Steps panel useful for when working in Power Query?
   1. Renaming Queries
   2. Loading data into Excel
   3. Deleting Queries
   4. **Undoing previous actions**

# Section 10: FORECASTING

1. Which of the following forecast functions is most appropriate for data with seasonality?
   1. FORECAST
   2. FORECAST.LINEAR
   3. **FORECAST.ETS**
   4. FORECAST.ETS.CONFINT
2. If the Confidence is set to 95%, that means we are 95% confident our results are correct.
   1. TRUE
   2. **FALSE**

# Section 11: MACROS AND VBA

1. Macros by default record using Relative Referencing.
   1. TRUE
   2. **FALSE**
2. When reviewing VBA code, what appears in green font?
   1. The Macro Name
   2. **Comments**
   3. Select Procedures
   4. Keyboard shortcuts

# Section 12: PRACTICAL EXCEL – ADVANCED FORMULAS

1. If we have the following string, Red-Green-Blue in cell A3, what would the formula =LEFT(A3,FIND(“-“,A3) extract?
   1. Green
   2. Red
   3. Blue
   4. **Red-**
2. The ROW function returns the row of the spreadsheet that contains the specified value.
   1. **TRUE**
   2. FALSE