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Cleaning and manipulating text: Test your skills

Latest Submission Grade 89.58%

1. To do this assessment you should download this Excel workbook, follow the instructions, and answer the questions.

1 / 1 point

 **C1W1 Assessment**
XLSX File

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In column **D** we need a formula to generate the full name.

Which of the following formulas would return the result **Tina DE SIATO** in cell **D23**?

- ☐ =TEXTJOIN(" ",C4,B4)
- ☒ =(C4&" "&B4)
- ☐ =CONCATENATE(C4,B4)
- ☐ =CONCATENATE(C4,' ',B4)

✔ **Correct**
Correct!

2. If we type the formula in cell **D4**: **=PROPER(C4x" "xB4)** to achieve the intended result of Question 1 above, what character is required to replace **x**?

1 / 1 point

- ☐ +
- ☐ ®
- ☒ &
- ☐ \$

✔ **Correct**
Yes, the **&** operator can be used to join text together.

3. If we wanted to change the formula in **D4** to return **Stevie BACATA**, which of the following formulas would achieve this?

1 / 1 point

- ☐ =CONCATENATE(C4, " ",B4)PROPER(C4)UPPER(B4)
- ☐ =PROPER(C4)UPPER(B4)CONCATENATE(C4, " ",B4)
- ☒ =CONCATENATE(PROPER(C4), " ",UPPER(B4))
- ☐ =CONCATENATE(ROPERC4, " ",UPPERB4)

✔ **Correct**
Yes, that is correct.

4. If we entered the calculation **=PROPER(CONCAT(C4," ",UPPER(B4)))** in **D4**, what result would it return?

1 / 1 point

- ☐ STEVIE BACATA
- ☒ Stevie Bacata
- ☐ Stevie BACATA
- ☐ stevie bacata

✔ **Correct**
Correct.

5. Fill in the **Email** column. The format for the email addresses is **First Name**, a ".", **Last Name**, followed by **@pushpin.com**. It should all be in lower case. For example, Stevie Bacata's email address is **stevie.bacata@pushpin.com**.

1 / 1 point

Which of these formulas would create the email addresses correctly? Multiple options may be correct.

- ☐ =LOWER(C4&" "&B4,"@pushpin.com")
- ☒ =LOWER(C4&" "&B4&"@pushpin.com")

✔ **Correct**
Yes, you can use the **&** operator to join text.

- ☐ =LOWER(TEXTJOIN(" ",TRUE,C4,B4,"@pushpin.com"))

6. The **Location** field contains the 2-digit floor number followed by a hyphen, then the wing followed by a space and then the four-digit extension. We need to split them up so that they are easier to access. For example, 02-West 2635 means Floor 02, West Wing, Extension 2635. Which function should we use to extract the floor number?

1 / 1 point

- ☒ LEFT
- ☐ SPLIT
- ☐ CONCAT
- ☐ FIND

✔ **Correct**
yes, that is correct.

7. Which formula could we use to return the extension number (the last four digits in column **K**) for each staff member?

1 / 1 point

- ☐ =MID(K5,9,4)
- ☐ =LEFT(K6,2)
- ☒ =RIGHT(K4,4)

✔ **Correct**
Yes, that is correct

8. We would like just the first letter of North or West to indicate the wing in column **N**. Which formula will give the desired result?

1 / 1 point

- ☒ =MID(K4,4,1)
- ☐ =FIND("-",K5)+1
- ☐ =MID(K4,4,4)
- ☐ =MID(K4,3,1)

✔ **Correct**
Correct!

9. Since the wings are **West** and **North**, which have different numbers of characters, we cannot hard code the number 4. We will need to use a formula that changes with the wing.

1 / 1 point

What would be the result of the formula: **=FIND("-",K23)**?

9

✔ **Correct**

10. We would like to return the full word of the wing. What formula will give the desired result?

1 / 1 point

- ☐ =MID(K6,4)LEN(K6)-8
- ☐ =MID(K4,4,4)
- ☒ =MID(K4,4,LEN(K4)-8)
- ☐ =MID(K7,FIND("-",K7),LEN(K7)-8)

✔ **Correct**
yes, that is correct

11. There are a few names that need to be cleaned up. **Bob Decker** (row 22) has an unusual character at the end of his name. What is the code for this character?

0 / 1 point

=CLEAN(PROPER(Bob&" "&DECKER))

✘ **Incorrect**
The answer you gave is not a number.

12. Which function or functions could you use to remove this unwanted character?

0.75 / 1 point

- ☒ CLEAN

✔ **Correct**
Yes, **CLEAN** will remove this character.

- ☐ TRIM
- ☐ SUBSTITUTE
- ☐ UNICODE

You didn't select all the correct answers