

Data cleaning is a must

Begin cleaning data

Cleaning data in spreadsheets

Weekly challenge 2

Reading: Glossary: Terms and definitions  
10 min

Quiz: Weekly challenge 2  
8 questions

Grade received

Latest Submission Grade

To pass 80% or higher

Go to next item

Weekly challenge 2

Quiz > 40 min

Review Learning Objectives

Submit your assignment

Cell querying

Conditional ranking

Cell filtering

Conditional formatting

To Pass 80% or higher

Your grade

87.50%

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2.

A delimiter is a character that indicates the beginning or end of a data item. The split text to columns tool uses a delimiter to accomplish what task?

1 / 1 point

To change the format of a column of text

To split duplicate substrings

To format a string to numeric

To specify where to split a text string

Correct

3.

A data analyst is using a function in a spreadsheet. When they input the function, they follow a predetermined structure that includes all required information for the function and its proper placement. What aspect of a function does this describe?

1 / 1 point

The number of characters in the function

The specified value of the function

The syntax of the function

The length of the function

Correct

4.

In a spreadsheet, what is the correct function for extracting the first two characters of the string located in cell A7?

1 / 1 point

=LEFT(2,A7)

=RIGHT(2,A7)

=RIGHT(A7,2)

=LEFT(A7,2)

Correct

5.

A data analyst in a human resources department is working with the following selection of a spreadsheet:

1 / 1 point

N/A	A	B	C	D
1	Year Hired	Last 4 of SS#	Department	Employee ID
2	2019	1192	Marketing	
3	2014	2683	Operations	
4	2020	1939	Strategy	
5	2009	3208	Graphics	

The want to create employee identification numbers (IDs) in column D. The IDs should include the year hired plus the last four digits of the employee's Social Security Number (SS#). What function will create the ID 20093208 for the employee in row 5?

=CONCATENATE(A5+B5)

=CONCATENATE(A5|B5)

=CONCATENATE(A5\*B5)

=CONCATENATE(A5,B5)

Correct

6.

An analyst is cleaning a new dataset. They want to determine how many of the cells in column F have a value of 0. However, they only want rows 7 to 120 to be considered. Which COUNTIF function syntax can be used to answer this question?

0 / 1 point

=COUNTIF(F7:F120,=0)

=COUNTIF(F7:F120,"=0")

=COUNTIF(F7:F120,"0")

=COUNTIF(F2:F1250, 0)

Incorrect

Please review [the video on optimizing data cleaning](#).

7.

What does the function VLOOKUP do?

1 / 1 point

Deletes information in a column containing some specified value.

Transforms information in a row containing some specified value.

Returns information in a row containing some specified value.

Returns information in a column containing some specified value.

Correct

8.

Fill in the blank: Data \_\_\_\_\_ is the process of matching fields from one data source to another.

1 / 1 point

inserting

extracting

transforming

mapping

Correct