

Working with spreadsheets

Formulas in spreadsheets

Functions in spreadsheets

Save time with structured thinking

Weekly challenge 3\*

Reading: Glossary: Terms and definitions  
10 min

Quiz: Weekly challenge 3\*  
8 questions

Congratulations! You passed!

Grade received

100%

Quiz • 40 min

Latest Submission

Score 100%

Grade 100%

to pass 80% or higher

Go to next item

Review Learning Objectives

1. Fill in the blank: In spreadsheets, data analysts begin \_\_\_\_\_ with an equals sign (=).

1 / 1 point

☐ cells

☒ Submit your assignment

☐ charts

Due Jun 25, 11:59 PM +08 Attempts 3 every 24 hours

☐ numbers

☒ formulas

Receive grade

Correct To Pass 80% or higher

Your grade

100%

View Feedback

We keep your highest score

Try again

2. What button will choose every cell in a spreadsheet?

1 / 1 point

☐ Get All

☒ Select All

☐ Group All

☐ Find All

☒ Correct

3. Which of the following tasks might be performed using spreadsheets?

1 / 1 point

☐ Land a new client

☐ Develop communication skills

☒ Maintain information about accounts

☐ Write a sales pitch

☒ Correct

4. Formulas are created by the user, whereas functions are preset commands in spreadsheets.

1 / 1 point

☐ False

☒ True

☒ Correct

5. In the function =MAX(G3:G13), what does G3:G13 represent?

1 / 1 point

☐ an attribute

☐ a table

☐ an observation

☒ The range

☒ Correct

6. A data analyst enters the formula =A2\*C4 into a cell. What does this formula do?

1 / 1 point

☐ It swaps the values in cells A2 and C4.

☐ It multiplies all the values from cells A2 to C4.

☒ It multiplies the values in cells A2 and C4.

☐ It sums all the values from cells A2 to C4.

☒ Correct

7. Fill in the blank: By negatively influencing data collection, \_\_\_\_\_ can have a detrimental effect on analysis.

1 / 1 point

☒ bias

☐ filtering

☐ partiality

☐ objectivity

☒ Correct

8. Which of the following are ways that data analysts can add context to their data? Select all that apply.

1 / 1 point

☒ Ask questions about the data

☒ Correct

☒ Use descriptive column headers

☒ Correct

☒ Consider where the data came from

☒ Correct

☐ Create reports for stakeholders