

## **MDC MG2MDCCSC101**

### **MASTERING SPREADSHEETS**

#### **RECORD QUESTIONS**

<b>SL.NO</b>	<b>EXPERIMENTS</b>
1.	Basic spreadsheet skills :  Create a simple spreadsheet including various types of data,format cells,use basic functions like autosum and apply conditional formatting to highlight important information.
2.	Formula and functions:  Create a spreadsheet and apply formula and functions for data computation (Mathematical,statistical, text,financial,and data functions)
3.	Data visualization with charts:  Explore different types of charts to represent data by adjusting elements for clarity and impact.
4.	Pivot table analysis:  Create a pivot table to analyze data ,explore different dimensions, and summarize information using calculated fields.
5.	Macro automation:  Automate repetitive tasks using macros.

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