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1. Where is the **Data Validation** button located?

1 / 1 point

- ☐ In the right-click context menu.
- ☐ On the **Formula** tab.
- ☐ On the **Home** tab.
- ☒ On the **Data** tab.

✔ **Correct**

Yes, that's right. The **Data Validation** button is located on the **Data** tab.

2. 'Any Value' in the **Data Validation** dialog means 'No Validation'.

1 / 1 point

- ☒ True
- ☐ False

✔ **Correct**

Yes, you are correct. 'Any Value' means that Excel will not apply any data validation to the selected cell(s).

3. Using **Data Validation**, which option can assist the user to enter valid data by showing a message beside the cell?

1 / 1 point

- ☐ 'Input Message' under the **Settings** tab.
- ☐ 'Error Message' under the **Input Message** tab.
- ☒ 'Input Message' under the **Input Message** tab.
- ☐ 'Error Message' under the **Settings** tab.

✔ **Correct**

Yes, that's correct. The **Input Message** tab in the **Data Validation** dialog provides information to users about which data is valid to input.

4. The error alert style 'Stop' will deliver a warning message to users when they attempt to enter invalid data. User can decide whether or not to enter the intended data anyway.

1 / 1 point

- ☐ True
- ☒ False

✔ **Correct**

Yes, you are correct. When you apply the 'Stop' style, users will actually be prevented from entering any data that is not considered to be valid. It is therefore a good idea to create an input and/or error message to let users know what's going on.

5. After applying **Data Validation** to existing data, any invalid data will be fixed automatically.

1 / 1 point

- ☐ True
- ☒ False

✔ **Correct**

Yes, you are correct. **Data Validation** does not fix invalid data automatically; more action is needed.

6. Which should be selected under the **Settings** tab of the **Data Validation** dialog if the numbers 100, 200, 300, 400, 500 are allowed to be entered in a cell?

1 / 1 point

- ☐ 'Decimal' under the **Allow** options.
- ☐ 'Any Value' under the **Allow** options.
- ☐ 'Text Length' under the **Allow** options.
- ☒ 'Whole Number' under the **Allow** options.

✔ **Correct**

Yes, that's correct. Choosing 'Whole Number' under the **Allow** options will mean that these numbers are valid entries.

7. "Enter a value that is between 0 and 0.03 (inclusive)."

1 / 1 point

Based on the input message above, which validation criteria are correct?

☐ Allow: **Any value**

Data: **Between**

Minimum: **0**

Maximum: **0.03**

☐ Allow: **Decimal**

Data: **Less than**

Maximum: **0.03**

☐ Allow: **Whole Number**

Data: **Between**

Minimum: **0**

Maximum: **0.03**

☒ Allow: **Decimal**

Data: **Between**

Minimum: **0**

Maximum: **0.03**

✓ **Correct**

Yes, these are the correct validation criteria. These settings will allow values between 0 and 0.03 (inclusive).