

✔ Congratulations! You passed!

Grade received 100% To pass 80% or higher

[Go to next item](#)1. How do you access the **Developer** tab?

1 / 1 point

- ☐ You need to have a special version add-on for Excel to access the **Developer** tab.
- ☐ You can only access it by turning it on in the **Customize Quick Access Toolbar** dialogue.
- ☒ You can only access it by turning it on in the **Customize Ribbon** dialogue which you can find in the **Backstage** view.

✔ **Correct**Yes, that's correct. Access the **Backstage** view through the **File** menu, then **Options**, then **Customize Ribbon**. On a Mac, go to **Excel, Preferences, View**, then under **In Ribbon, Show**, tick **Developer** tab.

2. Changes made by a macro can be undone with CTRL-Z.

1 / 1 point

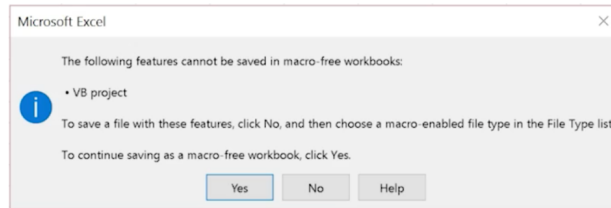
- ☐ True
- ☒ False

✔ **Correct**

That is the correct answer. Changes made by a macro cannot be undone.

3. You have finished recording your macro, hit the **Save** button and see this dialogue. What happens if you click on **Yes**?

1 / 1 point



- ☒ The macro I have just finished recording will be lost.
- ☐ The macro I have just finished recording will be saved in my workbook.
- ☐ The macro I have just finished recording will be saved in my workbook but in a different file format.

✔ **Correct**

Yes, that's the correct answer. If you want to save your macro, you need to click 'No'.

4. Which of the file types below will allow workbooks to be saved with macros? (Multiple correct answers possible; partial credit will be awarded)

1 / 1 point

☒ *.xltn✔ **Correct**Yes, that's correct. *.xltn is an **Excel Macro-enabled Template**.☒ *.xlsm✔ **Correct**Yes, that's correct. *.xlsm is an **Excel Macro-enabled Workbook**.☐ *.xlsx☒ *.xlsb✔ **Correct**Yes, that's correct. *.xlsb is an **Excel binary Workbook**.

5. What is the computer language called in which Excel records a macro?

1 / 1 point

Visual Basic



Correct

Yes, that's correct. Macros are recorded in VBA or Visual Basic for Applications.