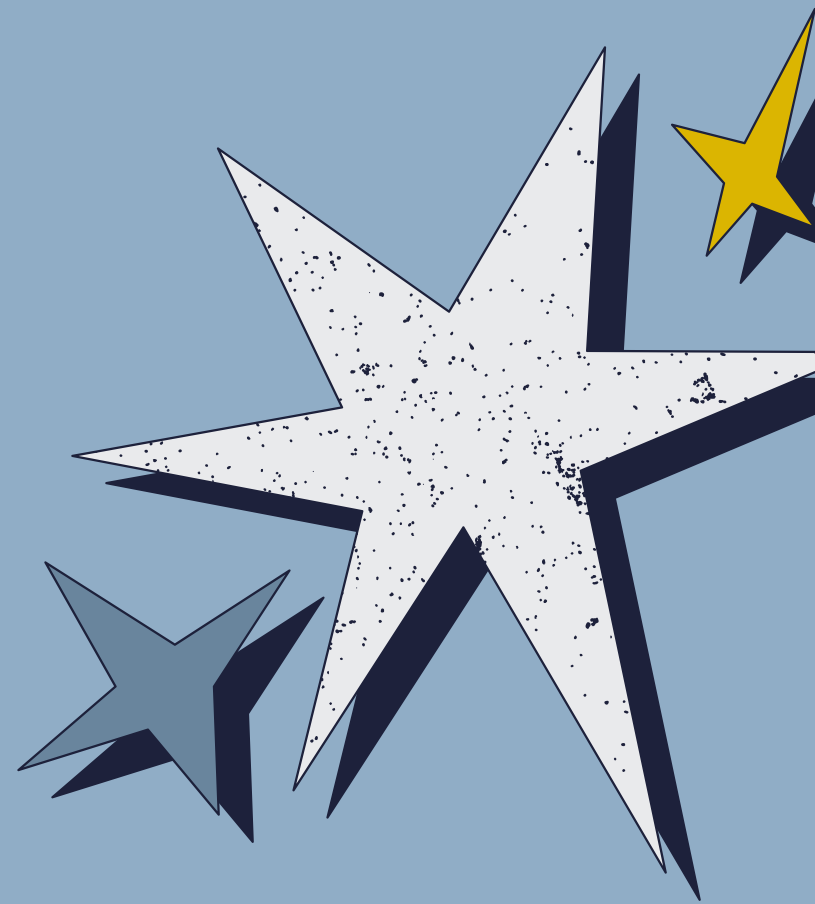YASH KUMAR

# 50 Must-Know Excel Questions for Data Analyst Interviews!
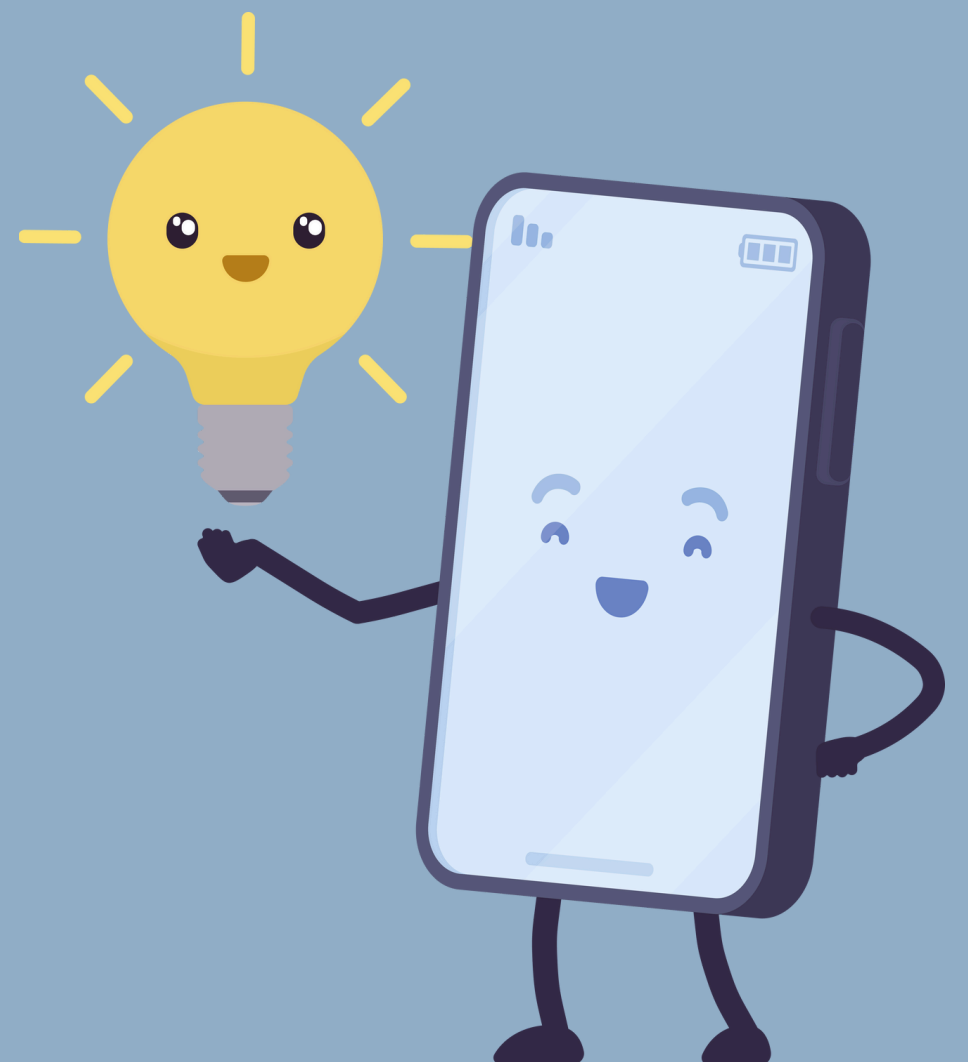
# Basic Excel Knowledge

1. What are the key features of Excel useful for data analysis?
2. What is the difference between a workbook and a worksheet?
3. How do you create a new worksheet in Excel?
4. What is the difference between Excel and Google Sheets?
5. How do you freeze rows or columns in Excel?
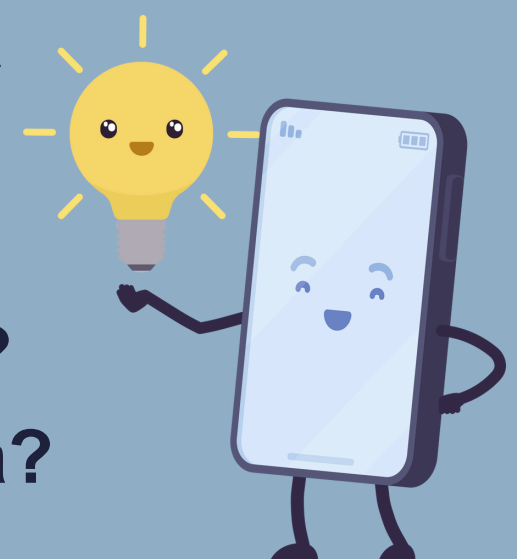
# Excel Formulas & Functions

1. What is the difference between a formula and a function?
2. How does the VLOOKUP function work?
3. What are the limitations of VLOOKUP and how does INDEX MATCH solve them?
4. Explain the use of IF and nested IF statements.
5. How do you use SUMIF and COUNTIF?
6. What is the use of the ISERROR() or IFERROR() function?
7. How do you use TEXT and CONCATENATE (or TEXTJOIN)?
8. How does the MATCH() function work?
9. What is the difference between ROUND(), ROUNDUP(), and ROUNDDOWN()?
10. How do you create dynamic ranges using OFFSET()?
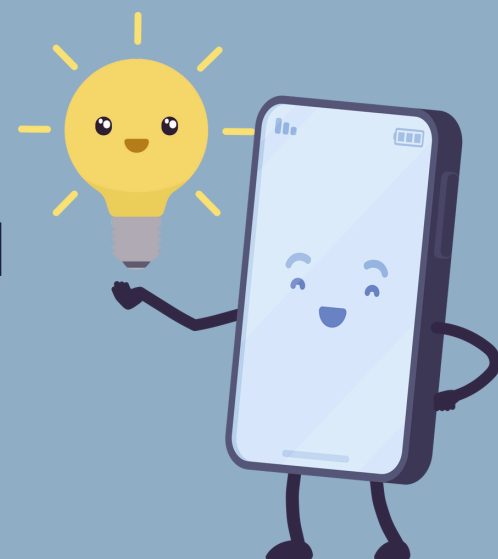
# Data Cleaning in Excel

1. How do you identify and remove duplicates in Excel?
2. How do you handle blank or missing values in a dataset?
3. How do you split a full name into first and last names using Excel functions?
4. What does the TRIM() function do, and when would you use it?
5. How can you remove special characters from a column in Excel?
6. How do you use Text to Columns for cleaning data?
7. What is data validation, and how is it useful in cleaning data?
8. How do you find and replace errors in a spreadsheet?
9. What is conditional formatting and how
10. can it help clean or visualize dirty data?
11. How do you filter out data using criteria?
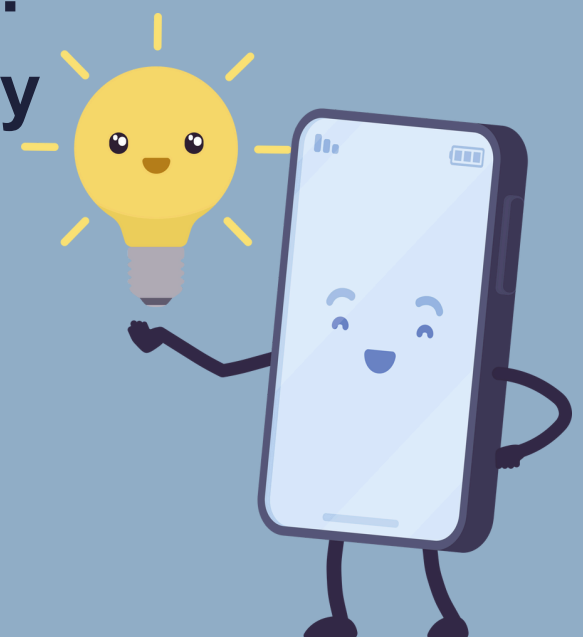
# Pivot Tables & Summarizing Data

1. What is a Pivot Table and why is it useful?
2. How do you create a Pivot Table in Excel?
3. How do you use calculated fields in a Pivot Table?
4. Can you group data in Pivot Tables (e.g., dates or numbers)?
5. How do you filter data in Pivot Tables?
6. What is a Pivot Chart and how is it different from a regular chart?
7. How do you refresh a Pivot Table with new data?
8. How do you summarize data by month/year in a Pivot Table?
9. What is the difference between Rows, Columns, Values, and Filters in a Pivot Table?
10. How can you display percentages instead
11. of raw numbers in Pivot Tables?
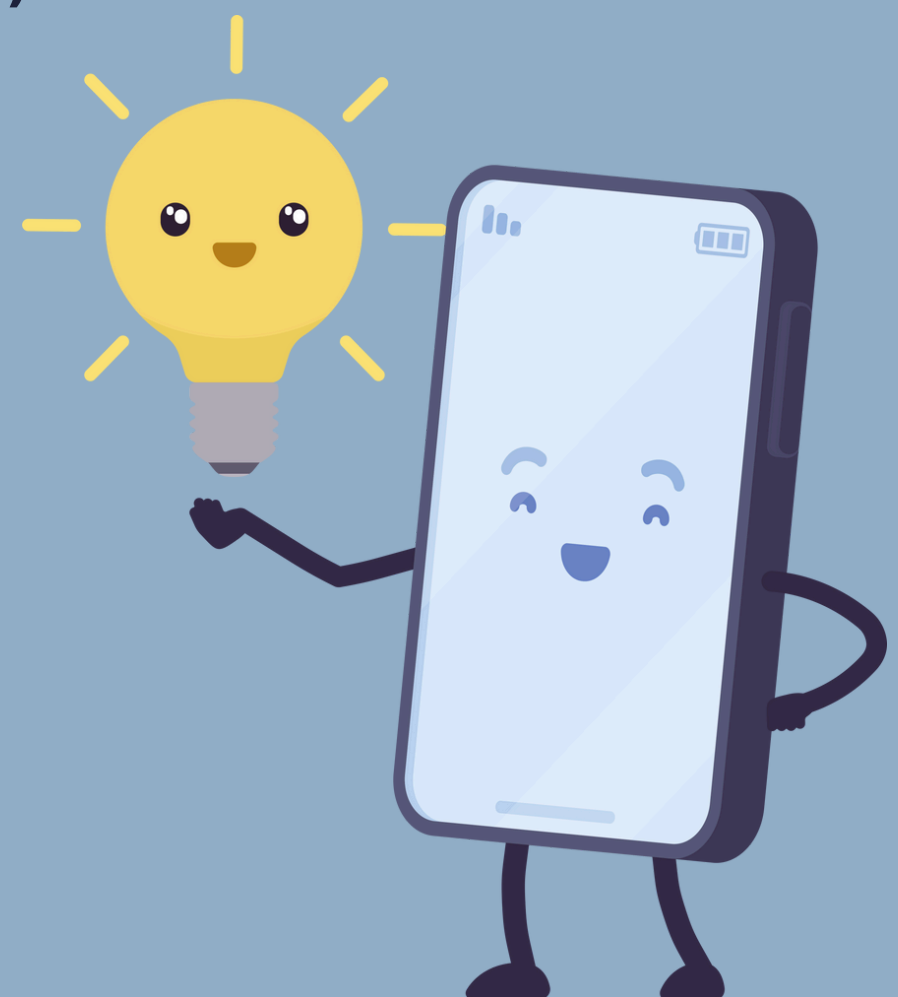
# Charts, Visualization & Dashboarding

1. What chart types are available in Excel?
2. When would you use a line chart vs a bar chart?
3. How do you create a dynamic chart in Excel?
4. What is a combo chart and how do you create it?
5. How do you add trendlines to charts?
6. What are sparklines and how are they useful?
7. How do you create a KPI dashboard in Excel?
8. How do you use slicers in dashboards?
9. How can you make charts automatically update when data changes?
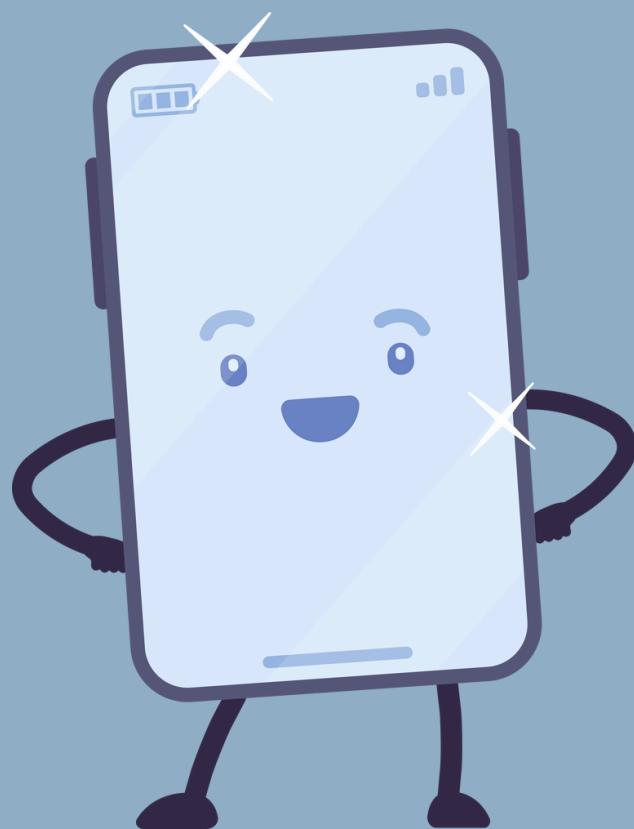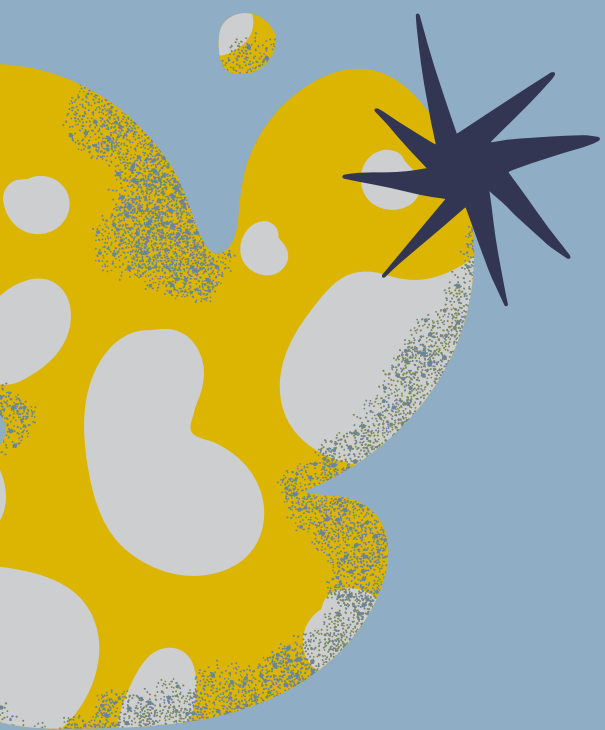10. What is a histogram and how do you create one in Excel?

# Advanced Excel Concepts

1. What is Power Query and how is it used for data transformation?
2. What is Power Pivot and how is it different from regular Pivot Tables?
3. How do you use macros in Excel?
4. How do you protect or lock cells in Excel to prevent editing?
5. How can you connect Excel to external data sources (e.g., SQL, CSV)?

# THANK YOU FOR READ