✓ **Congratulations! You passed!**
TO PASS 80% or higher

Keep Learning

GRADE
100%

Test your knowledge on sorting and filtering

TOTAL POINTS 4

1. What is the process for arranging data into a meaningful order to make it easier to understand, analyze, and visualize?　　　**1 / 1 point**

   ◯ Filtering

   ◯ Prioritizing

   ⦿ Sorting

   ◯ Reframing

   > ✓ **Correct**
   > Sorting is the process for arranging data into a meaningful order to make it easier to understand, analyze, and visualize.

2. A data analyst is reviewing a national database of real estate sales. They are only interested in sales of condominiums. How can the analyst narrow their scope?　　　**1 / 1 point**

   ◯ Sort by non-condominium sales

   ◯ Sort by condominium sales

   ◯ Filter out condominium sales

   ⦿ Filter out non-condominium sales

   > ✓ **Correct**
   > The analyst can narrow their scope by filtering out non-condominium sales. This will enable them to view only the data on condominium sales.

3. A data analyst works for a rental car company. They have a spreadsheet that lists car ID numbers and the dates cars were returned. How can they sort the spreadsheet to find the most recently returned cars?　　　**1 / 1 point**

   ◯ By car numerical ID, in descending order

   ⦿ By return date, in descending order

   ◯ By return date, in ascending order

   ◯ By car numerical ID, in ascending order

   > ✓ **Correct**
   > To sort the spreadsheet to quickly find the most recently returned cars, they should sort by return date, in descending order.

4. Fill in the blank: To keep a header row at the top of a spreadsheet, highlight the row and select _____ from the View menu.　　　**1 / 1 point**

   ◯ Pin

   ⦿ Freeze

   ◯ Lock

   ◯ Set

   > ✓ **Correct**
   > To keep a header row at the top of a spreadsheet, highlight the row and select freeze from the View menu.