



Congratulations! You passed!

TO PASS 80% or higher

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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

- ☐ Reframing
- ☐ Prioritizing
- ☐ Filtering
- ☒ Sorting

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

- ☒ Filter out non-condominium sales
- ☐ Sort by condominium sales
- ☐ Sort by non-condominium sales
- ☐ Filter out 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 return date, in descending order
- ☐ By return date, in ascending order
- ☐ By car numerical ID, in descending 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

- ☐ Set
- ☐ Pin
- ☒ Freeze
- ☐ Lock

Correct

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