



Microsoft

MO-200
Microsoft Excel (Excel and Excel 2019)

Questions & Answers PDF

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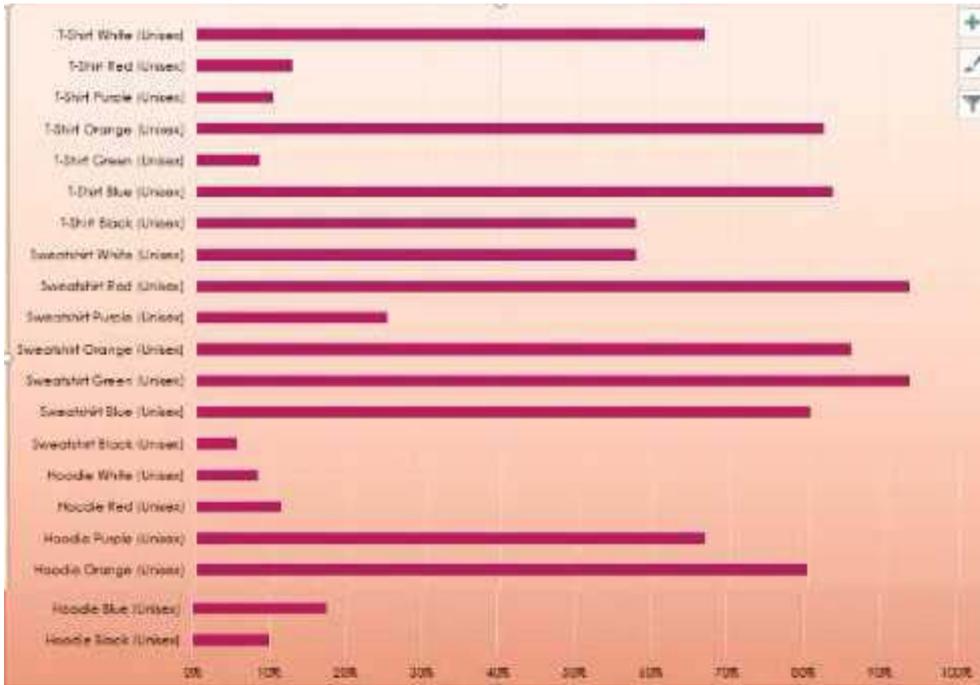
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Topic 1, Clothing Orders
Case Study
Exhibit.

| VanArsdel, Ltd. | | | | |
|--------------------|------------------------|----------|------------|--------------|
| Product Quote | | | | |
| Reference Number | | | | |
| Customer Name | | | | |
| Customer Email | | | | |
| Customer Telephone | | | | |
| SKU | Product Name | Quantity | Unit Price | Line Total |
| TGU | T-Shirt Green (Unisex) | | | \$ 240.00 |
| HGU | Hoodie Green (Unisex) | 10 | \$ 24.00 | \$ 2,400.00 |
| TWU | T-Shirt White (Unisex) | 100 | \$ 24.00 | \$ 9,000.00 |
| | | 30 | \$ 300.00 | |
| | | | | \$ 11,640.00 |
| Subtotal | | | | \$ 931.20 |
| Tax | | | | \$ 12,571.20 |
| Total | | | | |

| SKU | Product Name | Product Type | Color | In Stock | Max Inventory | Inventory Level % | Inventory Notice | Unit Cost | Unit Price | Tax | Price with Tax |
|-----|--------------|----------------------------|--------|----------|---------------|-------------------|------------------|-----------|------------|-----|----------------|
| 5 | HRKU | Hoodie Black (Unisex) | Black | 20 | 200 | 10% | | \$ 15.00 | \$ 30.00 | \$ | \$ 30.00 |
| 6 | HBU | Hoodie Blue (Unisex) | Blue | 42 | 240 | 18% | | \$ 15.00 | \$ 30.00 | \$ | \$ 30.00 |
| 7 | HGU | Hoodie Green (Unisex) | Green | 24 | 180 | 13% | | \$ 15.00 | \$ 30.00 | \$ | \$ 30.00 |
| 8 | HOU | Hoodie Orange (Unisex) | Orange | 120 | 150 | 80% | | \$ 15.00 | \$ 30.00 | \$ | \$ 30.00 |
| 9 | HPU | Hoodie Purple (Unisex) | Purple | 80 | 120 | 67% | | \$ 15.00 | \$ 30.00 | \$ | \$ 30.00 |
| 10 | HRU | Hoodie Red (Unisex) | Red | 20 | 180 | 11% | | \$ 15.00 | \$ 30.00 | \$ | \$ 30.00 |
| 11 | HWU | Hoodie White (Unisex) | White | 24 | 300 | 8% | | \$ 15.00 | \$ 30.00 | \$ | \$ 30.00 |
| 12 | SBKU | Sweatshirt Black (Unisex) | Black | 21 | 400 | 5% | | \$ 12.00 | \$ 24.00 | \$ | \$ 24.00 |
| 13 | SBLU | Sweatshirt Blue (Unisex) | Blue | 201 | 250 | 80% | | \$ 12.00 | \$ 24.00 | \$ | \$ 24.00 |
| 14 | SGU | Sweatshirt Green (Unisex) | Green | 140 | 180 | 78% | | \$ 12.00 | \$ 24.00 | \$ | \$ 24.00 |
| 15 | SOU | Sweatshirt Orange (Unisex) | Orange | 120 | 140 | 86% | | \$ 12.00 | \$ 24.00 | \$ | \$ 24.00 |
| 16 | SPU | Sweatshirt Purple (Unisex) | Purple | 20 | 80 | 25% | | \$ 12.00 | \$ 24.00 | \$ | \$ 24.00 |
| 17 | SRLU | Sweatshirt Red (Unisex) | Red | 140 | 150 | 93% | | \$ 12.00 | \$ 24.00 | \$ | \$ 24.00 |
| 18 | SWU | Sweatshirt White (Unisex) | White | 220 | 400 | 55% | | \$ 12.00 | \$ 24.00 | \$ | \$ 24.00 |
| 19 | TBKU | T-Shirt Black (Unisex) | Black | 144 | 200 | 72% | | \$ 4.35 | \$ 8.70 | \$ | \$ 8.70 |
| 20 | TBLU | T-Shirt Blue (Unisex) | Blue | 250 | 300 | 83% | | \$ 4.35 | \$ 8.70 | \$ | \$ 8.70 |
| 21 | TGU | T-Shirt Green (Unisex) | Green | 24 | 290 | 8% | | \$ 4.35 | \$ 8.70 | \$ | \$ 8.70 |
| 22 | TOU | T-Shirt Orange (Unisex) | Orange | 115 | 140 | 82% | | \$ 4.35 | \$ 8.70 | \$ | \$ 8.70 |
| 23 | TPU | T-Shirt Purple (Unisex) | Purple | 25 | 250 | 10% | | \$ 4.35 | \$ 8.70 | \$ | \$ 8.70 |
| 24 | TRU | T-Shirt Red (Unisex) | Red | 50 | 400 | 13% | | \$ 4.35 | \$ 8.70 | \$ | \$ 8.70 |
| 25 | TWU | T-Shirt White (Unisex) | White | 300 | 450 | 67% | | \$ 4.35 | \$ 8.70 | \$ | \$ 8.70 |



Question: 1

You are updating the sales spreadsheet for an online clothing store.
On the "Quote" worksheet move the cells E8:F32 up to correct the alignment by deleting cells E7:F7.

Answer: Select and press delete on the home tab.

Question: 2

On the "Prices" worksheet, apply the Title style to cell A1.

Answer: Home Tab/ Styles group/ cell styles

Question: 3

On the "Orders" worksheet, filter the table data to display only the orders from "Alpine SKI House."

Answer: On the data tab, click filter. Display only alpine.

Question: 4

On the "Prices" worksheet, in the "Tax column, enter a formula that multiplies the value in the "Unit Price" column by cell L2.

Answer:

=*_

Question: 5

On the "Prices" worksheet, in the "inventory Notice" column, use a function to display "Low" if the "

inventory Level % is below 15%. Otherwise, leave the "Inventory Notice" blank.

Answer: =IF(inventory level<15%), "low", ""). Select and drag to apply to other rows



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