



MO-200^{Q&As}

Microsoft Excel (Excel and Excel 2019)





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QUESTION 1

On the "New Policies"

Correct Answer: A

Click chart and press "chart design" click style 3.

QUESTION 2

On the "Projections"

Correct Answer: A

[Send us your Suggestion on it.]

QUESTION 3

You are updating the sales spreadsheet for an online clothing store.

On the "Quote"

Correct Answer: A

Select and press delete on the home tab.

QUESTION 4

On the 'Comparison'

Correct Answer: A

Right click and open axis options. Check the box that says values in reverse order.

QUESTION 5

On the "Instructional Hours"

Correct Answer: A

Home tab, cells group, click format. Click column width.



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