K26FY0727 Pages: 2 Reg No:.....
Name:.....

Fourth Semester FYUGP Degree (Reg) Examination April 2026

KU4SECCSC103 - DATA ANALYTICS USING EXCEL

2024 Admission onwards

Time : 1.5 hours Maximum Marks : 35

Section A

Answer any 6 questions. Each carry 2 marks.

1. Define a **formula** in a spreadsheet.
2. Write a note on spreadsheets.
3. What is meant by Value Field Settings?
4. What is meant by splitting the screen in Excel?
5. What is the primary purpose of a **legend** in a chart?
6. What is the purpose of AutoFit in adjusting column width and row height?
7. What is the purpose of a "Data Table" in a chart?
8. What is the use of the `TEXT()` function in Excel?

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Section B

Answer any 4 questions. Each carry 4 marks.

9. Explain the advantages of excel
10. Explain how a chart can display both data labels and a data table. What is the benefit of including both?
11. Explain three methods to move between worksheets in workbook with many sheets
12. What is a scatter plot? Explain how it is used to show the relationship between two variables.
13. Explain the `MAX()` and `MIN()` functions with a practical example.
14. Explain the use of the `TRIM()` function. Why is it often necessary when importing data from external sources?

Section C

Answer any 1 questions. Each carry 7 marks.

15. Write a detailed note on Microsoft Excel. Your answer should include its uses and the different menus available in the ribbon.

16. The following sales data is stored in an Excel sheet:

Region	Product	Sales
North	Laptop	52000
North	Tablet	21000
South	Laptop	47000
South	Tablet	25000
East	Laptop	49000
East	Tablet	23000

Write the step-by-step procedure to create a PivotTable that shows Region-wise total Sales with Product as column labels. Also write the expected PivotTable output format and explain how you would add subtotals and protect the worksheet.

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