

77-420^{Q&As}

Excel 2013

Pass Microsoft 77-420 Exam with 100% Guarantee

Free Download Real Questions & Answers **PDF** and **VCE** file from:

<https://www.certbus.com/77-420.html>

100% Passing Guarantee
100% Money Back Assurance

Following Questions and Answers are all new published by Microsoft
Official Exam Center

-  **Instant Download** After Purchase
-  **100% Money Back** Guarantee
-  **365 Days** Free Update
-  **800,000+** Satisfied Customers



QUESTION 1

Modify the document property.

MathTracker.xlsx

Subject "Homework"

Correct Answer: Use the following steps to complete this task in explanation:

Step 1: Click the File menu.



Step 2: Select Info (if necessary) and click Show All Properties,

Book1 - Excel

←

Info

New

Open

Save

Save As

Print

Share

Export


Close

Account


Options

Info

Book1




Protect Workbook
Control what types of changes people can make to this workbook.




Inspect Workbook
Before publishing this file, be aware that it contains:

- Document properties, author's name and absolute path
- Hidden rows
- Active Filters
- Content that people with disabilities are unable to read



Versions

- Today, 9:20 PM (autosave)
- Today, 9:08 PM (autosave)
- Today, 8:50 PM (autosave)
- Today, 8:38 PM (autosave)
- Today, 6:44 PM (autosave)



Browser View Options
Pick what users can see when this workbook is viewed on the Web.

Properties

Size: **11.4KB**

Title: Add a title

Tags: Add a tag

Categories: Add a category


Related Dates


Last Modified: Today, 9:20 PM

Created: Yesterday, 7:08 PM


Last Printed:

Related People

Author:  Admin
Add an author

Last Modified By:  Admin

Related Documents

 Open File Location

[Show All Properties](#)

Step 3: In the Subject textbox type: HomeWork and click the Return button.

Book1 - Excel

←

Info

New

Open

Save

Save As

Print


Share

Export


Close

Info

Book1



Protect Workbook
Control what types of changes people can make to this workbook.



Inspect Workbook
Before publishing this file, be aware that it contains:

- Document properties, author's name and absolute path
- Hidden rows
- Active Filters
- Content that people with disabilities are unable to read

Properties

Size: **11.4KB**

Title: Add a title

Tags: Add a tag

Comments: Add comments

Template: Add text

Status: Add text

Categories: Add a category

Subject: HomeWork

Hyperlink Base: Add text

Company: Specify the company

QUESTION 2

Add conditional formatting.

Latest 77-420 Dumps | 77-420 PDF Dumps | 77-420 Exam Questions

3 / 11

Color Scales: Green –White-Red Color Scale

Midpoint: Percentile, "70"

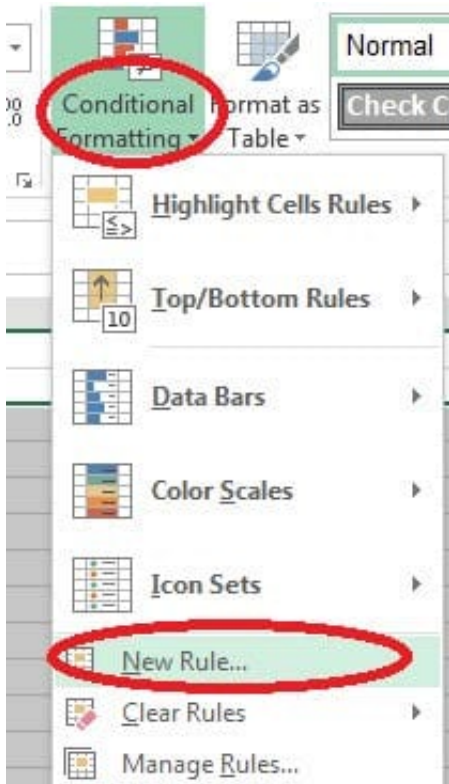
Maximum: Number, "25"

Correct Answer: Use the following steps to complete this task in explanation:

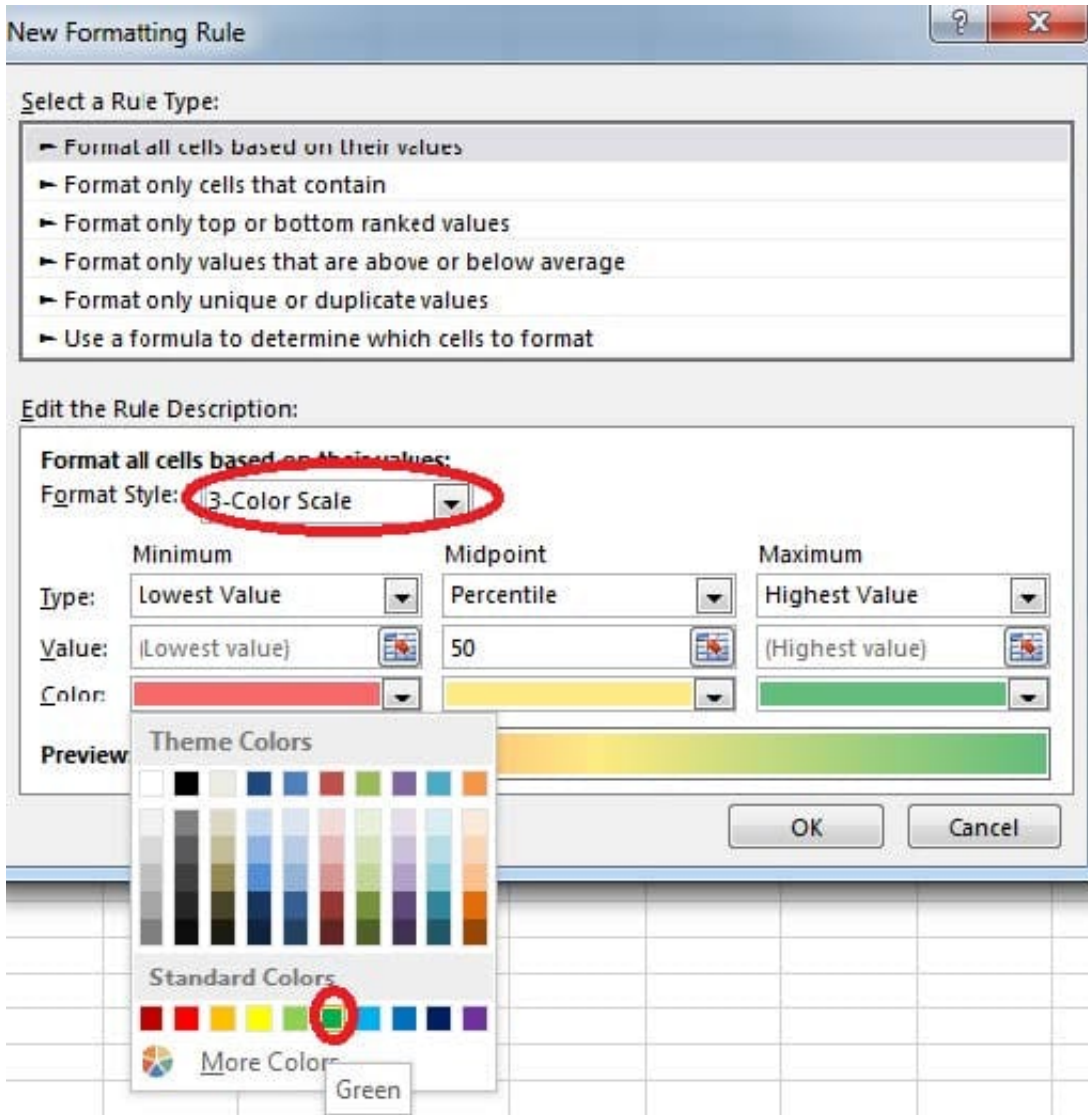
Step 1:Click cell C3

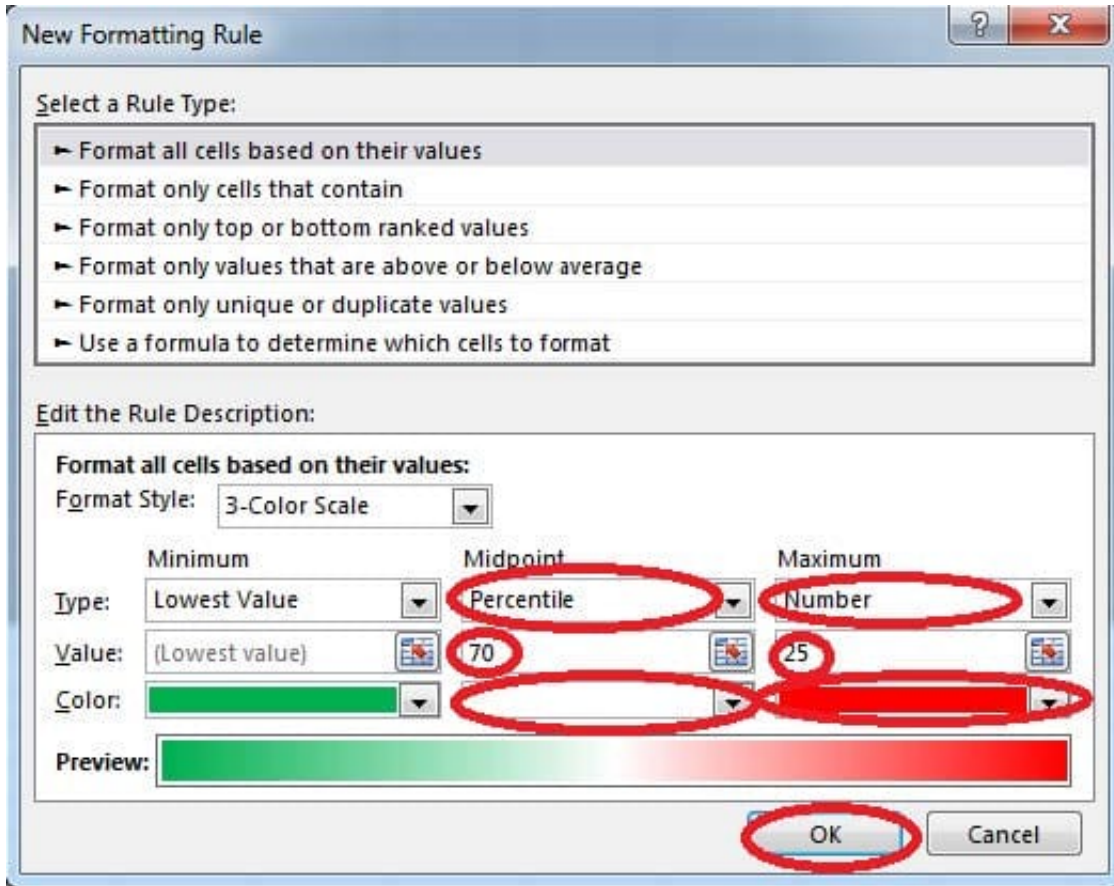
Step 2:Shift-Click cell S25.

Step 3:On the Home tab, under Format, choose Conditional Formatting, and choose New Rule...



Step 4:In the New Formatting Rule dialog box set Format Style to: 3-Color Scale, and set Minimum Color to Green. Step 5:In the same dialog box set Midpoint type to Percentile, set Midpoint Value to 70, and set Midpoint Color to White. Also set Maximum Type to Number, Maximum value to 25, and Maximum Color to Red. Finally click OK.





QUESTION 3

Formula.

Find the maximum homework score for each student.

Cell range E7:E29

Use Function MAX

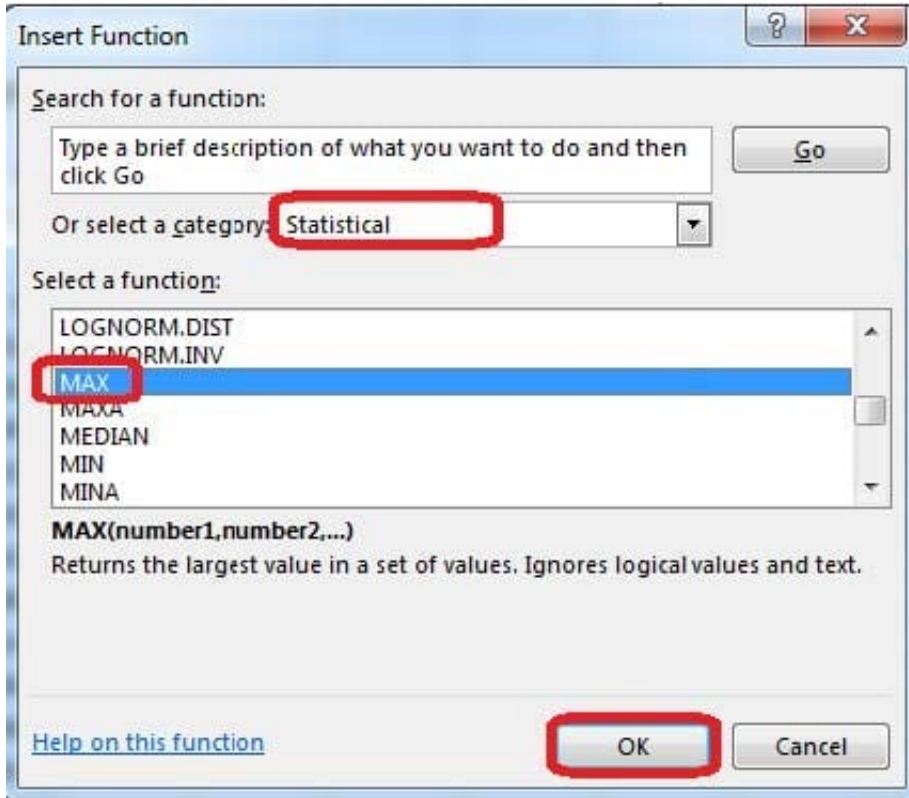
Number 1: maximum homework score for each student on "Section 3" worksheet.

Correct Answer: Use the following steps to complete this task in explanation:

Step 1: Click cell E7, and then click the Insert Function Button.



Step 2: In the Insert Function dialog box select Category Statistical, select function MAX, and click OK.



The function Arguments Dialog box appears:

Step 3: Click on the Section 3 tab (left bottom part of the window).



Step 4: Locate the data for the first student. This well be cell range C2 to N2. Click C2 and then Shift-click cell N2. Then click the OK button.

The screenshot shows an Excel spreadsheet with a 'Function Arguments' dialog box for the MAX function. The dialog box is open, showing the following details:

- Function:** MAX
- Number1:** 'Section 3!C2:N2' (Range: {2,4,6,8,10,12,14,16,18,20,22,24})
- Number2:** (Empty)
- Formula result:** = 24
- Description:** Returns the largest value in a set of values. Ignores logical values and text.
- Number1:** number1,number2,... are 1 to 255 numbers, empty cells, logical values, or text numbers for which you want the maximum.

The spreadsheet background shows a grid of numbers. Row 2 contains numbers 2, 4, 6, 8, 10, 12, 14, 16, 18, 20, 22, 24. Other rows contain larger numbers, such as 1027, 10255, 10431, 20, 22, 24, 10, 11, 12, 50, 55, 60, 90, 99, 108, 130, 143, 156, 170, 187, 204, 210, 231, 252, 250, 275, 300, 290, 319, 348, 330, 363, 396, 370, 407, 444, 410, 451, 492, 450, 495, 540, 490, 539, 588, 530, 583, 636, 570, 627, 684, 610, 671, 720.

Step 5: Copy cellE7 downwards until cellE29.

The screenshot shows an Excel spreadsheet with the formula bar for cell E7 containing the formula `=MAX('Section 3!C2:N2)`. The spreadsheet shows columns A-F and rows 1-9. Row 7 contains 'Average', 'Minimum', and 'Maximum' with values 13, 2, and 24 respectively. Cell E7 is highlighted with a red box.

	A	B	C	D	E	F
1						
2						
3						
4						
5						
6			Average	Minimum	Maximum	
7			13	2	24	
8			6.5	1		
9			32.5	5		

Result will be like:

Average	Minimum	Maximum
13	2	24
6.5	1	12
32.5	5	60
13	2	24
6.5	1	12
32.5	5	60
58.5	9	108
84.5	13	156
110.5	17	204
136.5	21	252
162.5	25	300
188.5	29	348
214.5	33	396
240.5	37	444
266.5	41	492
292.5	45	540
318.5	49	588
344.5	53	636
370.5	57	684
396.5	61	732
422.5	65	780
448.5	69	828
474.5	73	876

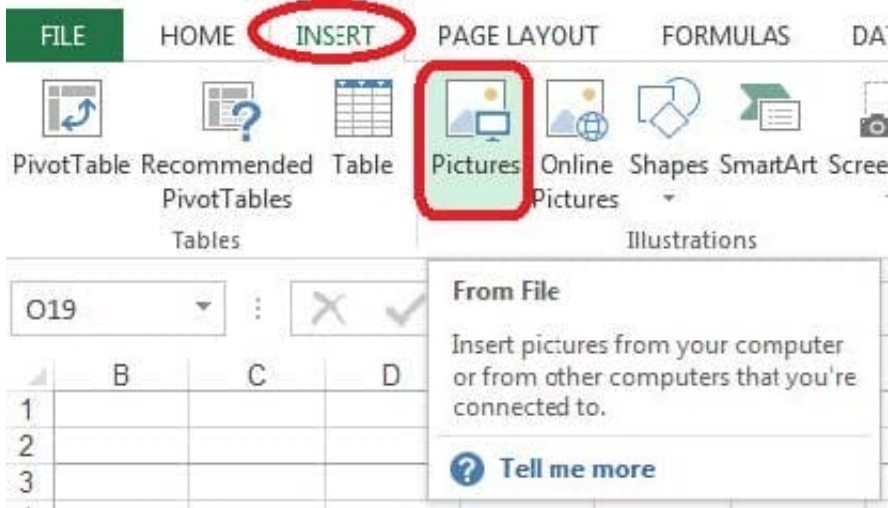
QUESTION 4

Insert a picture. To the right of the data File source Books.jpg

Correct Answer: Use the following steps to complete this task in explanation:

Step 1:Click in a cell to the right of the data.

Step 2:Click the INSERT tab, and then the Pictures command.



Step 3: From the Insert Picture dialog box select the Books.jpg file.

QUESTION 5

Crop the picture.

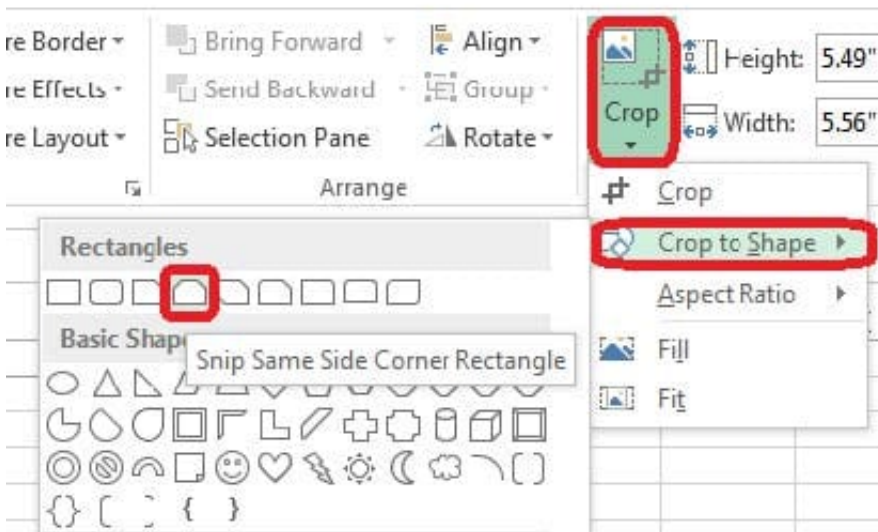
Books.jpg

Crop to Shape Snip Same Side Corner Rectangle.

Correct Answer: Use the following steps to complete this task in explanation:

Step 1: Click on the picture.

Step 2: In the Format menu (which is displayed automatically) click the Crop Command, select Crop to Shape, and click Snip Same Side Corner Rectangle.



[Latest 77-420 Dumps](#)

[77-420 PDF Dumps](#)

[77-420 Exam Questions](#)