

# IT 认证电子书



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**Exam** : **MO-200**

**Title** : Microsoft Excel (Excel and  
Excel 2019)

**Version** : DEMO

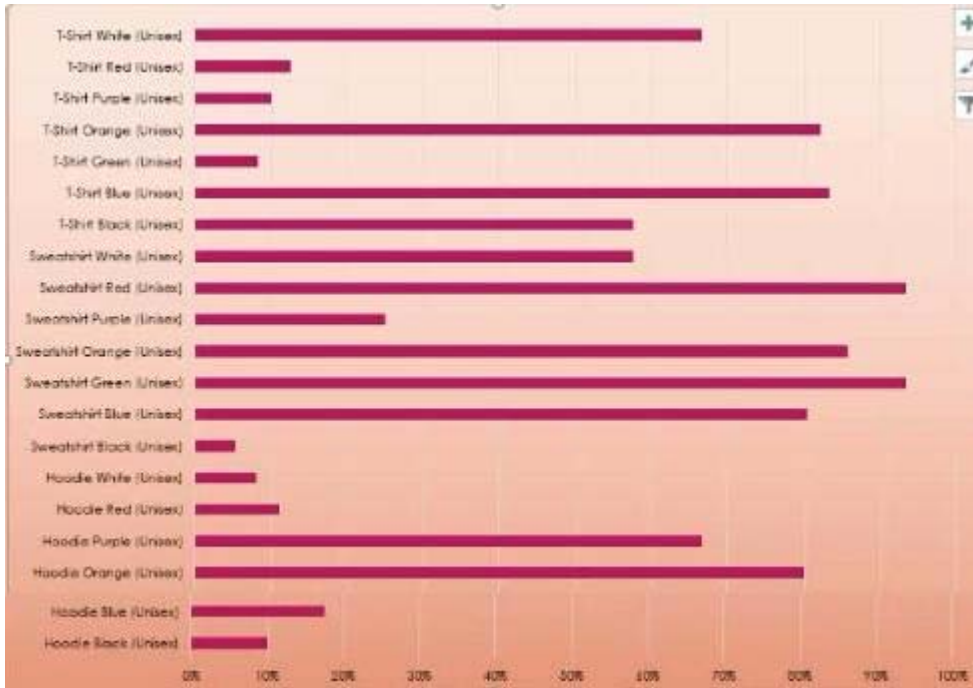
1.Topic 1, Clothing Orders

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   | \$ 2,400.00  |
|                    |                        | 30       | \$ 300.00  |              |
|                    |                        |          |            | \$ 11,640.00 |
| Subtotal           |                        |          |            | \$ 931.20    |
| Tax                |                        |          |            | \$ 12,571.20 |
| Total              |                        |          |            |              |

| A   | B                              | C            | D      | E        | F             | G                 | H                | I         | J          | K   | L              | M | N | O | P |
|-----|--------------------------------|--------------|--------|----------|---------------|-------------------|------------------|-----------|------------|-----|----------------|---|---|---|---|
| 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)     | Hoodie       | Black  | 20       | 200           | 10%               |                  | \$ 15.00  | \$ 30.00   | \$  | \$ 30.00       |   |   |   |   |
| 6   | HBU Hoodie Blue (Unisex)       | Hoodie       | Blue   | 42       | 240           | 18%               |                  | \$ 15.00  | \$ 30.00   | \$  | \$ 30.00       |   |   |   |   |
| 7   | HGU Hoodie Green (Unisex)      | Hoodie       | Green  | 24       | 150           | 16%               |                  | \$ 15.00  | \$ 30.00   | \$  | \$ 30.00       |   |   |   |   |
| 8   | HOU Hoodie Orange (Unisex)     | Hoodie       | Orange | 120      | 150           | 80%               |                  | \$ 15.00  | \$ 30.00   | \$  | \$ 30.00       |   |   |   |   |
| 9   | HPU Hoodie Purple (Unisex)     | Hoodie       | Purple | 80       | 120           | 67%               |                  | \$ 15.00  | \$ 30.00   | \$  | \$ 30.00       |   |   |   |   |
| 10  | HRU Hoodie Red (Unisex)        | Hoodie       | Red    | 20       | 180           | 11%               |                  | \$ 15.00  | \$ 30.00   | \$  | \$ 30.00       |   |   |   |   |
| 11  | HWU Hoodie White (Unisex)      | Hoodie       | White  | 24       | 300           | 8%                |                  | \$ 15.00  | \$ 30.00   | \$  | \$ 30.00       |   |   |   |   |
| 12  | SRKU Sweatshirt Black (Unisex) | Sweatshirt   | Black  | 21       | 400           | 5%                |                  | \$ 12.00  | \$ 24.00   | \$  | \$ 24.00       |   |   |   |   |
| 13  | SBLU Sweatshirt Blue (Unisex)  | Sweatshirt   | Blue   | 20       | 250           | 8%                |                  | \$ 12.00  | \$ 24.00   | \$  | \$ 24.00       |   |   |   |   |
| 14  | SGU Sweatshirt Green (Unisex)  | Sweatshirt   | Green  | 140      | 150           | 93%               |                  | \$ 12.00  | \$ 24.00   | \$  | \$ 24.00       |   |   |   |   |
| 15  | SOU Sweatshirt Orange (Unisex) | Sweatshirt   | Orange | 120      | 140           | 86%               |                  | \$ 12.00  | \$ 24.00   | \$  | \$ 24.00       |   |   |   |   |
| 16  | SPU Sweatshirt Purple (Unisex) | Sweatshirt   | Purple | 20       | 80            | 25%               |                  | \$ 12.00  | \$ 24.00   | \$  | \$ 24.00       |   |   |   |   |
| 17  | SRLU Sweatshirt Red (Unisex)   | Sweatshirt   | Red    | 140      | 150           | 93%               |                  | \$ 12.00  | \$ 24.00   | \$  | \$ 24.00       |   |   |   |   |
| 18  | SWU Sweatshirt White (Unisex)  | Sweatshirt   | White  | 230      | 400           | 58%               |                  | \$ 12.00  | \$ 24.00   | \$  | \$ 24.00       |   |   |   |   |
| 19  | TBKU T-Shirt Black (Unisex)    | T-Shirt      | Black  | 144      | 250           | 58%               |                  | \$ 4.35   | \$ 8.70    | \$  | \$ 8.70        |   |   |   |   |
| 20  | TBLU T-Shirt Blue (Unisex)     | T-Shirt      | Blue   | 250      | 300           | 83%               |                  | \$ 4.35   | \$ 8.70    | \$  | \$ 8.70        |   |   |   |   |
| 21  | TGCU T-Shirt Green (Unisex)    | T-Shirt      | Green  | 24       | 290           | 8%                |                  | \$ 4.35   | \$ 8.70    | \$  | \$ 8.70        |   |   |   |   |
| 22  | TOU T-Shirt Orange (Unisex)    | T-Shirt      | Orange | 115      | 140           | 82%               |                  | \$ 4.35   | \$ 8.70    | \$  | \$ 8.70        |   |   |   |   |
| 23  | TPU T-Shirt Purple (Unisex)    | T-Shirt      | Purple | 25       | 250           | 10%               |                  | \$ 4.35   | \$ 8.70    | \$  | \$ 8.70        |   |   |   |   |
| 24  | TRU T-Shirt Red (Unisex)       | T-Shirt      | Red    | 50       | 400           | 13%               |                  | \$ 4.35   | \$ 8.70    | \$  | \$ 8.70        |   |   |   |   |
| 25  | TWU T-Shirt White (Unisex)     | T-Shirt      | White  | 300      | 450           | 67%               |                  | \$ 4.35   | \$ 8.70    | \$  | \$ 8.70        |   |   |   |   |



The image shows a large, vertically oriented table with a grid background. The table is mostly obscured by a vertical redaction bar on the left side. The visible text is dense and appears to be a list of items, possibly related to IT exams, with some numerical values. The table is organized into columns, with the redaction bar covering the leftmost column. The text is too small to read clearly, but it seems to be a structured list or data set.

**CORRECT TEXT**

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

**2.CORRECT TEXT**

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

**Answer:**

Home Tab/ Styles group/ cell styles

**3.CORRECT TEXT**

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.

**4.CORRECT TEXT**

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

**Answer:**

**5.CORRECT TEXT**

On the "Inventory" chart sheet, insert a chart title above the chart, at the top of the plot area. Display the percentage values as data labels to the right of each data bar.

**Answer:**

Click chart, press layout, click chart title and add it. Press add chart element, data labels, more detailed options, uncheck value and check percentage.