# Excel Chapter 3

Data Visualization and Images

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Class: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Changing the style does not change the layout (the position of the elements on the chart area).
	1. True
	2. False
2. Number formatting options for an axis include Currency, Date, and Percentage.
	1. True
	2. False
3. When you move a chart to a new sheet, you cannot change the sheet name.
	1. True
	2. False
4. The Chart Filters feature allows you to remove values from your chart, and then later you can choose to display all the data again.
	1. True
	2. False
5. Only pictures that are saved on your computer can be added to an Excel worksheet.
	1. True
	2. False
6. After a conditional formatting rule is created, if the data changes, the formatting will be automatically updated to reflect the new data.
	1. True
	2. False
7. What chart type is useful for showing trends in data over time, such as days, months, or years?
	1. Pie
	2. Bar
	3. Column
	4. Line
8. What range of data would you select to create a pie chart of Product 1 sales for January to March?



* 1. A1:B6
	2. A1:D2
	3. A2:D2
	4. A1:D6
1. Which of the following is NOT one of the chart elements?
	1. The chart title
	2. The legend
	3. The horizontal axis
	4. The pivot area
2. The selection of data shown in the image below could produce which of the following charts?



* 1. 
	2. 
	3. 
	4. 
1. After moving a chart to a chart sheet, which of the following is true?
	1. You can continue to edit all of the elements using chart tools.
	2. You can no longer make any changes to the chart.
	3. You can’t move the chart again.
	4. You can move but not edit the chart.
2. Which feature could have been used to modify the first chart to look like the second?

 

* 1. Change Chart Type
	2. Select Data
	3. Chart Filters
	4. Either Select Data or Chart Filters
1. After inserting a picture or shape on a worksheet, which aspects of the image’s appearance can you edit?
	1. Its size and style
	2. Its size and color
	3. Its style and color
	4. Its size, style, and color
2. Which Conditional formatting rule would change the first group of data to look like the second?





* 1. Greater than 10
	2. Top 5
	3. Greater than 5
	4. Greater than 10 or Top 5