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QUESTION

Which of the following tools can be used for proofreading in Ms Word Enronment?

Which of the following is NOT a sub-type of stock charts?

Which of the following tasks makes a chart to be eye-catching?

Which of the following charts shows the relationship of parts to a whole and can contain more than one data series?

Which of the following functions syntax rounds a number down to the specified number of places (numdigits) in MS Excel ?

GPS units exist in the following forms EXCEPT

Which of the following does NOT describe a career from computer?

Which of the following is a special Character Formatting?

Which of the following statements is false regarding documents preparation in Ms Word evironments?

Which of the following skills is required for efficient usage of Statistical Functions in MS Excel?

OPTION A	OPTION B	OPTION C	OPTION D	ANS	TMANO
Thesaurus	Review	Spell Checker	Calibri	A	TMA2
High-Low-Close	Open-High-Low-Close	Volume-High-Low-Open	Volume-Open-High-Low-Close	C	TMA2
Fill chart elements	Change the display of chart axes	Add titles and data labels to a chart	Add legend or data table	A	TMA2
Doughnut Charts	Surface Charts	Pie Charts	Area Charts	A	TMA2
ROUND (number, numdigits)	ROUNDUP(number, numdigits)	ROUND (number, numdigits)	none of the options	D	TMA2
dashboard units	handheld devices	vehicle units	laptop units	C	TMA2
Graphics stylist	Programmer	Secretaries	Uploader	D	TMA2
adding Page Background	underline effect	bold effect	none of the options	A	TMA2
The green waiving line queries grammar	way documents are presented speaks about the integrity of an organisation	the red waiving line queries spellings	none of the options	D	TMA2
Freezing rows and columns	Using absolute references	Splitting a window into panes	all of the options	D	TMA2