



GIET UNIVERSITY, GUNUPUR – 765022
M. B. A (First Semester) Examinations, February – 2023
21MBAPC11008 – IT FOR MANAGERS

Time: 3 hrs

Maximum: 60 Marks

(The figures in the right hand margin indicate marks.)

PART – A**(2 x 10 = 20 Marks)**Q.1. Answer **ALL** questions

- | | CO # | Blooms Level |
|--|------|--------------|
| a. What will you do if you want to change either the column letter or the row number but not both? | CO1 | K1 |
| b. How do you create Named Ranges? | CO1 | K2 |
| c. What do you understand by Excel functions? | CO1 | K1 |
| d. What will you do if you want to change either the column letter or the row number but not both? | CO1 | K2 |
| e. How do you create Named Ranges? | CO1 | K1 |
| f. What is Ribbon and where does it appear? | CO1 | K2 |
| g. What do you understand by Relative Cell Addresses? | CO1 | K1 |
| h. Explain SUM and SUMIF functions. | CO1 | K2 |
| i. How do you calculate the percentage in Excel? | CO1 | K1 |
| j. How do you find averages in MS Excel? | CO1 | K2 |

PART – B**(8 x 5 = 40 Marks)**Answer **ALL** the questions

- | | Marks | CO # | Blooms Level |
|-------|-------|------|--------------|
| 2. a. | 8 | CO2 | K2 |
- | B | C | D | E |
|-----------------|---------------|---------------|--------------------|
| Budgeted | Actual | Status | Amount Over |
| \$800.00 | \$921.58 | Over Budget | \$121.58 |
| \$375.00 | \$324.98 | Within Budget | \$0.00 |
| \$150.00 | \$128.43 | Within Budget | \$0.00 |
| \$150.00 | \$174.38 | Over Budget | \$24.38 |

Write the function.

a) the IF function in D2 is saying IF(C2 Is Greater Than B2, then return “Over Budget”, otherwise return “Within Budget”)

b) write down the syntax of IF function

(OR)

- | | | | | |
|----|---|---|-----|----|
| b. | What is the difference among COUNT, COUNTA, COUNTIF and COUNTBLANK in Ms-Excel? | 8 | CO2 | K2 |
|----|---|---|-----|----|

- | 3.a. | <table border="1"> <thead> <tr> <th>Data</th> <th>Data</th> </tr> </thead> <tbody> <tr> <td>apples</td> <td>32</td> </tr> <tr> <td>oranges</td> <td>54</td> </tr> <tr> <td>peaches</td> <td>75</td> </tr> <tr> <td>apples</td> <td>86</td> </tr> </tbody> </table> | Data | Data | apples | 32 | oranges | 54 | peaches | 75 | apples | 86 | 8 | CO2 | K2 |
|---------|--|------|------|--------|----|---------|----|---------|----|--------|----|---|-----|----|
| Data | Data | | | | | | | | | | | | | |
| apples | 32 | | | | | | | | | | | | | |
| oranges | 54 | | | | | | | | | | | | | |
| peaches | 75 | | | | | | | | | | | | | |
| apples | 86 | | | | | | | | | | | | | |

Write down the formula which

- Counts the number of cells with apples
- Counts the number of cells with a value not equal to 75
- Counts the number of cells containing any text.
- Counts the number of cells that have exactly 7 characters

(OR)

b.

Quantity Sold	Product	Salesperson
5	Apples	Tom
24	Apples	Sarah
15	Artichokes	Tom
3	Artichokes	Sarah
22	Bananas	Tom
12	Bananas	Sarah
10	Carrots	Tom
33	Carrots	Sarah

i) Add the number of products that begin with A and were sold by Tom.
ii) Adds the number of products that aren't bananas and are sold by Tom

4.a. What is Left, Right and Mid Function. Explain With Example 8 CO4 K2

(OR)

- b. Miriam McGovern 8 K2
- i) FIND Position of the first "M"
ii) FIND Position of the first "m"
iii) FIND Position of the first "M" starting with the third character

5.a. Explain about Replace, Search and Substitute 8 CO4 K2

(OR)

b.

INPUT	OUTPUT
Tuttle	bubble
Tuttle	buttle
Cat, cat	Cat, dog
##cash##	Cash

Write a formula for each input so that input become output

6.a.

find	Within	Result
A	Apple	
p	Apple	
le	Apple	
the	The cat in the hat	
The	The cat in the hat	
x	zebra	
	zebra	
:	Status: ready	
-	XTC-203-4000	
3	12345	

What will the result if we will use "find" function in each row

(OR)

b.

Data
Ceramic Insulators #124-TD45-87
Copper Coils #12-671-6772
Variable Resistors #116010

Write down the formula so that it Extracts text from position 1 to the position of "#" in cells

--- End of Paper ---