

# Results report

## Adaptive Excel 2019 Assessment Test



Mr. A.

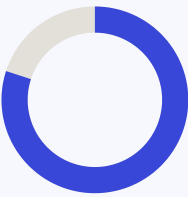
Group 1

Skill Level: Advanced - 4/5

Time: 10:49

Test date: March 4, 2022

# 1. Result



Skill Level: Advanced - 4/5

THE CANDIDATE POSSESSES THOROUGH KNOWLEDGE OF THIS APPLICATION AND USES IT VERY PRODUCTIVELY.

# 2. Analysis

## Progressive estimate of candidate level

This chart shows how the system adapted the difficulty level of the questions to candidate responses as the test progressed. The grey line shows the candidate's estimated skill level before each question.



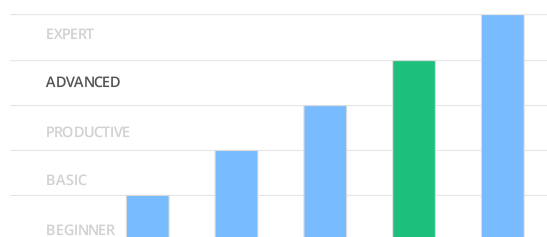
## Questions ordered by difficulty level

This chart shows the questions the candidate was asked, by level of difficulty.



### 3. Domains

#### Environment and Methods



##### Domain description:

The candidate can easily organize and manage Excel workbooks and worksheets. He She can create and manage links and possesses thorough knowledge of the Paste Special feature. He She can create a workspace and is very familiar with workbook security and protection features.

##### Skills:

Knowing the software environment and using the main functions:



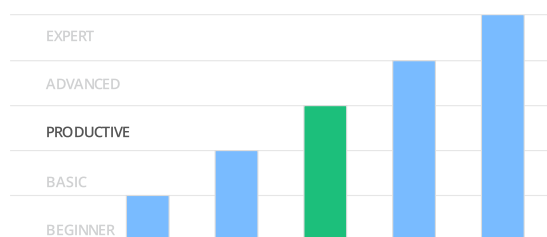
Organizing workbooks, worksheets and tables:



##### To go further :

In order to strengthen skills and reach the Expert user level, candidates must gain thorough knowledge of the Excel environment (display, customization, saving and protecting a workbook, creating and managing links, creating a workspace, sharing a workbook, and the Paste Special feature).

#### Functions



##### Domain description:

The candidate can perform basic Excel mathematical calculations (including SUM, AVERAGE, calculations with dates, etc.) and is familiar with the IF, AND and OR functions. He She is also familiar with absolute and relative references and the lookup and reference database functions.

##### Skills:

Using calculation functions within formulas:



Identifying and inserting database calculation functions:



Handling formulas:

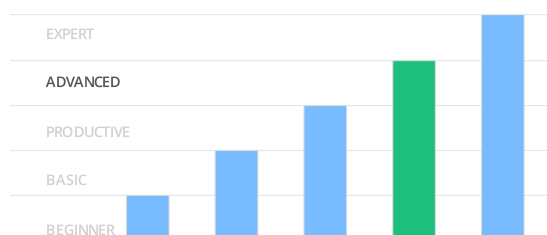


##### To go further :

In order to build skills and reach the Advanced user level, candidates must possess thorough knowledge of Excel formula functions, absolute and relative references, array functions like SUMPRODUCT and array formulas. They are familiar with advanced lookup functions like INDEX and MATCH and can perform calculations that reference multiple worksheets or calculations involving dates and times.

## 3. Domains

### Formatting



#### Domain description:

The candidate masters cell styles, number formats, and tables. He She is also familiar with basic and more complex formula-based conditional formatting. He She can format a workbook easily and knows how to use graphic objects such as SmartArt.

#### Skills:

Creating, and editing digital formats:



Formatting data in a workbook (formulas, texts, and graphs):



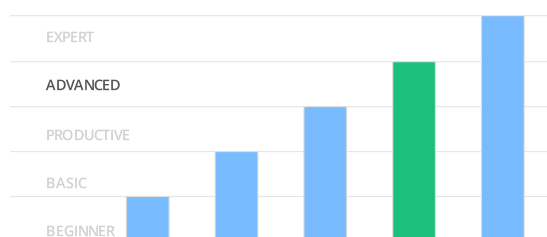
Applying and handling conditional formatting:



#### To go further :

In order to develop skills and reach the Expert user level, candidates will have acquired total mastery of the formatting, including numeric formats and conditional formatting, etc. They are very familiar with Office themes and can create, modify and manage graphic objects (pictures, drawings, SmartArt).

### Data Manipulation



#### Domain description:

The candidate can create and manage pivot tables, create complex charts, and use slicers. He She knows the Goal Seek features, data consolidation and advanced filters.

#### Skills:

Using data management features:



Creating and handling graphs:



Creating and editing pivot tables:



#### To go further :

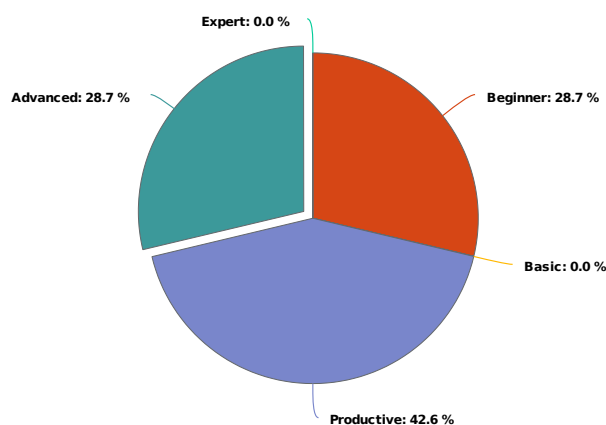
In order to develop skills and reach the Expert user level, candidates must master data manipulation (filters, sorts, pivot tables, data consolidation, what-if analysis, charts, sparklines, import of external data).

## 4. List of questions

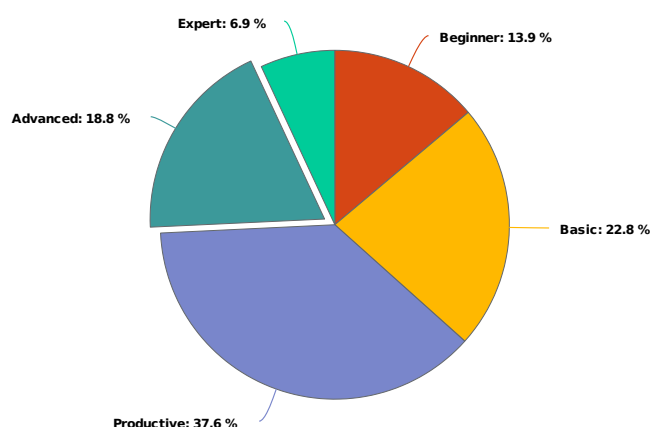
Number	I.D.	Question	Time spent	Correct
1	XL19EN0158	Printing	18s	✓
2	XL19EN0108	Using INDEX & MATCH functions	29s	✓
3	XL19EN0011	Using the "Bold" tool	26s	✓
4	XL19EN0439	Creating a chart <a href="#">In-app</a>	57s	✓
5	XL19EN0092	Deleting data / Knowing the impact on the formulas	7s	✓
6	XL19EN0153	Choosing the Page Layout	24s	✗
7	XL19EN0047	Using DSUM function	48s	✗
8	XL19EN0066	Chart / Radar chart	13s	✓
9	XL19EN0078	Changing the display zoom percentage	20s	✓
10	XL19EN0060	Adding totals in a structured table	12s	✗
11	XL19EN0534	Protect a worksheet <a href="#">In-app</a>	1:03	✗
12	XL19EN0034	Using EOMONTH Function	10s	✗
13	XL19EN0567	Inserting a function	8s	✓
14	XL19EN0101	Converting a range into a structured table	10s	✗
15	XL19EN0375	Using the "Conditional Formatting" tool <a href="#">In-app</a>	25s	✓
16	XL19EN0073	Using the "Advanced Filter" tool	1:11	✗
17	XL19EN0057	Adding drop lines to a chart	9s	✓
18	XL19EN0026	Adding form controls	9s	✓
19	XL19EN0555	Display the name of the day of a date with a custom format <a href="#">In-app</a>	1:03	✗
20	XL19EN0032	Using Auto Outline	4s	✗
21	XL19EN0138	Make a date computation	30s	✗
22	XL19EN0017	Updating data in a pivot table	9s	✓
23	XL19EN0540	Creating a custom header (or footer) <a href="#">In-app</a>	17s	✗
24	XL19EN0002	Using functions IF & AND	34s	✗

## 5. Ranking

The candidate ranks among the 29% of test-takers within your account who have achieved the Advanced level.



The candidate ranks among the 19% of test-takers worldwide who have achieved the Advanced level.



## 6. Other informations

### Administrator comments

There is no administrator comment.

### Candidate comments

The candidate has not left any comment.

### Test protocol

No incident occurred during the test.

Exam protocol review comment

No comment for now