



## Test Information

### EXCEL 2002 - STANDARD

eTicket Number: 6355626901521129922  
Issued to: james@recruiters-inc.com.au  
Name: James Lambert  
ID: 20612  
Company name: Recruiters Inc  
Telephone contact #: 07 3899-1000  
E-mail address: james@newmail.com  
Date: 30/09/2010  
Time: 16:12  
Time Taken: 22 minute(s)



## Performance Overview

SCORE: 71% (24/34)  
Percentile ranking: 67

### All recorded scores:

Number of scores: 8746  
Average score: 58%



## Performance Analysis

### LEVELS

	Score	Correct	Total
BEGINNER:	90%	9	10
INTERMEDIATE:	70%	7	10
ADVANCED:	57%	8	14

### TOPICS

	Score	Correct	Total
FILE MANAGEMENT:	0%	0	2
FORMATTING:	78%	7	9
EDITING:	86%	6	7
ANALYSIS:	50%	3	6
CUSTOMIZING EXCEL:	50%	2	4
PRINTING:	100%	4	4
INTERNET:	100%	2	2

**QUESTIONS**

Q #	Topic	Name	Status	Time (# secs)	Level
13	ANALYSIS	Chart - Create	Correct	85	ADV
15	ANALYSIS	Sort - Rows	Incorrect	100	ADV
17	ANALYSIS	Formula - Add	Correct	64	INT
18	ANALYSIS	Function - Autosum	Correct	25	INT
19	ANALYSIS	Function - Math and Trig	Incorrect	76	ADV
20	ANALYSIS	Function - Date and Time	Incorrect	46	ADV
21	CUSTOMIZING EXCEL	Protect Cells	Correct	29	INT
23	CUSTOMIZING EXCEL	Range Name - Create	Incorrect	45	INT
24	CUSTOMIZING EXCEL	Macro - Record	Correct	60	ADV
30	CUSTOMIZING EXCEL	Menus - Customize 1	Incorrect	44	ADV
4	EDITING	Go To	Correct	32	INT
6	EDITING	Cut Cells	Correct	13	BEG
7	EDITING	Paste Link	Incorrect	36	ADV
8	EDITING	Replace Text	Correct	46	INT
12	EDITING	Undo	Correct	10	BEG
16	EDITING	Insert Row	Correct	16	BEG
22	EDITING	Spell Check	Correct	9	INT
1	FILE MANAGEMENT	Create New Workbook - Template	Incorrect	41	INT
2	FILE MANAGEMENT	Save Workbook	Incorrect	27	BEG
3	FORMATTING	AutoFit Column	Correct	16	BEG
5	FORMATTING	Number Format - Currency	Correct	32	INT
9	FORMATTING	Bold Cell Contents	Correct	9	BEG
10	FORMATTING	Center Across Cells	Incorrect	35	INT
11	FORMATTING	Border Lines	Correct	11	ADV
14	FORMATTING	Chart - Change Type	Correct	48	ADV
25	FORMATTING	Drawing - Bring to Front	Incorrect	77	ADV
29	FORMATTING	Fonts	Correct	16	BEG
31	FORMATTING	Rotate Text	Correct	43	ADV
32	INTERNET	Web - Display Toolbar	Correct	19	ADV
34	INTERNET	Hyperlink - Insert	Correct	50	ADV
26	PRINTING	Scale Worksheet	Correct	34	BEG
27	PRINTING	Print Preview	Correct	12	BEG
28	PRINTING	Print Workbook	Correct	23	BEG
33	PRINTING	Page Break Preview	Correct	17	ADV