



EXCELTM PLUS SKILLS TESTING



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- Like many of our competitors one of the most frequent requests we receive is for “just an Excel™ test”. At Recruitment Assessment, we don't want to provide just a test we want to provide the best possible Excel skills test.
- Although Excel is probably used in virtually every business in the UK we believe that there are different capabilities that also need to be assessed:
 - Can the candidate use the specific features of Excel needed for your particular role?

Subject	All	Correct	Partly correct	Incorrect	Unanswered	Percentage correct
Attention to Detail	5	3	1	1	0	70%
Numerical Reasoning	8	7	0	1	0	88%
Date Checking	8	4	1	3	0	54%
Verbal Reasoning	6	5	0	1	0	83%
MS Office 2010 - Excel® Functions	4	2	0	1	1	50%
MS Office 2010 - Excel® Simulation	5	4	0	0	1	89%
Total	40	29	2	7	2	75%

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- Can the candidate recognise the quality of the data that has been produced and did they accurately enter the data in the first place?





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Our Excel Skills Test Plus Test combines a wide range of Excel questions in the version you use (2013, 10, 07, 03, 00 or XP)

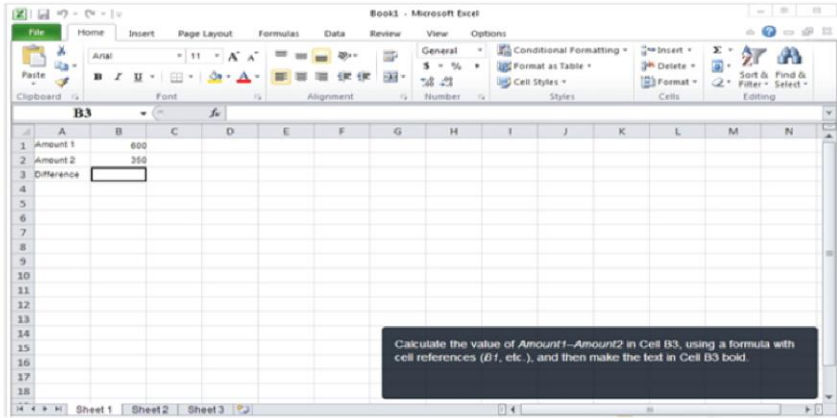
- Attention to detail
- Data Checking
- Data Entry
- Numerical Reasoning

Question #2 **Correct** ID #244890

Subject: MS Office 2010 - Excel® Simulation | Topic: Formatting | Level: Advanced | Elapsed time: 30s

Question: Calculate the value of *Amount1*–*Amount2* in Cell B3, using a formula with cell references (B1, etc.), and then make the text in Cell B3 bold.

Content:



	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Amount 1	600												
2	Amount 2	350												
3	Difference													
4														
5														
6														
7														
8														
9														
10														
11														
12														
13														
14														
15														
16														
17														
18														





THANK YOU

