FIRST SEMESTER FYUGP EXAMINATION NOVEMBER 2025
(Regular/Improvement/Supplementary)

BBA INTERNATIONAL BUSINESS
SKILL ENHANCEMENT COURSE
BIB1FS111:   SPREADSHEET FOR BUSINESS ANALYTICS

Time: 1 ½ Hrs.   **Maximum Marks: 50**

M – Mark   BL - Bloom's Taxonomy Level (1 to 6)   CO - Course Outcome

No.	Question	M	BL	CO
	**Section A: Answer all questions. Each carries 2 marks.** **Ceiling: 16 Marks**			
1.	What is Microsoft Excel used for in data analysis?	2	1	CO1
2.	What steps do you need to follow to create a simple graph in Excel?	2	1	CO1
3.	Explain the difference between a bar chart and a line chart in Excel.	2	1	CO3
4.	Explain the use of conditional formatting?	2	2	CO1 CO2
5.	List three common mathematical operations you can perform in Excel.	2	2	CO2
6.	How can you extract the year from a date using a function in Excel?	2	2	CO2
7.	What does Goal Seek do in Excel?	2	2	CO5
8.	Ms. Rekha is doing her 4th semester MBA. She has got 89%, 92% and 95% for first, second and third semester respectively. She has to secure 90% as consolidated percentage in order to qualify for placement. How can we find out how much mark she should get in fourth semester to get the consolidated percentage as 90.	2	4	CO5
9.	What are slicers, and how do they enhance the usability of pivot tables in Excel?	2	3	CO2 CO5
10.	Define VBA (Visual Basic for Applications) in the context of Excel.	2	3	CO2
	**Section B: Answer all questions. Each carries 6 marks.** **Ceiling: 24 Marks**			
No.	Question	M	BL	CO
11.	Discuss the importance of data quality and how it affects the outcome of data analytics.	6	4	CO1 CO2
12.	Describe the importance of using functions in Excel to simplify complex calculations and improve data analysis efficiency.	6	3	CO2 CO6
13.	What is the role of two-variable data tables in What-If Analysis, and how can they be applied?	6	4	CO5 CO6
14.	Describe the process of creating a pivot table in Excel from a raw dataset. Include a step-by-step explanation starting from selecting the data range, choosing appropriate fields for analysis, and customizing the pivot table for insights.	6	4	CO2 CO5
15.	How does running a macro simplify repetitive tasks in Excel? Provide an example.	6	3	CO2
	**Section C: Answer any one question. Each carries 10 marks. (1 x 10 = 10 Marks)**			
No.	Question	M	BL	CO
16.	List out and explain the applications of Lookup Functions in Business.	10	3	CO5
17.	Discuss the process of creating a dynamic and interactive dashboard in Excel, detailing the steps to add tables, charts, and dynamic content, and explaining how such a dashboard can enhance business reporting and decision-making. Include specific examples of when and why businesses might use such a dashboard.	10	4	CO4 CO6