Reg. No……. Name……..... **25FYU347**

BA, BSC, BCOM, DEGREE END SEMESTER EXAMINATION - OCTOBER 2025

UGP (HONS.) SEMESTER - 3: DISCIPLINE SPECIFIC ELECTIVE

COURSE: 24UCOMDSE240: WORKING WITH EXCEL

(For Regular 2024 Admission)

Time: 1.5 Hours Max. Marks: 50

PART A

Answer any 5 questions. Each question carries 2 marks

1. Define business analytics in the context of Excel. (U,CO1)
2. Explain the role of Mean, Median and Mode in analyzing business data. (U,CO2)
3. Describe the concept of cell references in Excel. (U,CO2)
4. Describe Power Query in Excel, and how does it assist in data transformation and analysis? (U, CO2)
5. Define data validation in Excel. (U,CO4)
6. How do you use Formulas in Excel? (U,CO3)
7. Describe the purpose of Pivot Table in Excel. (An,CO4)

(2 x 5 = 10)

PART B

Answer any 4 questions. Each question carries 5 marks

8. Elaborate on the steps involved in the analytical cycle. (U,CO1)
9. Explain the role of Power Query in cleaning datasets. (A,CO4)
10. Explain different functions in Excel with suitable examples. (U,CO3)
11. Evaluate the importance of conditional formatting and validation in ensuring accuracy of large datasets. (A, CO4)
12. Explain the working “VLOOKUP” function in Excel and describe ways it can be combined with conditional formulas to enhance data analysis. (A, CO3)
13. Propose a Pivot Table structure for analyzing sales across products, regions and months. (A, CO4)

(5 x 4 = 20)

PART C

Answer any 2 questions. Each question carries 10 marks

14. Explain the different types of Charts available in Excel. (U, CO3)
15. Critically evaluate how business analytics influences decision making

processes in an organization. Discuss the benefits and potential challenges associated with relying data driven insights. (U, CO1)

16. Propose a framework of analyzing employee performance using Pivot Tables, conditional formatting and charts. **(**C, CO5)

(10 x 2 = 20)

OBE: Questions to Course Outcome Mapping

		Course Outcome Description	Questions	Total Marks
		To understand the concept of data driven decision making	1,8,15	17
		To understand the role and responsibilities of business analyst	2,3,4	6
		To apply Excel formulae in analysis and decision making	6,10,12,14	22
		Analyse and visualize data: Students will learn how to use Excel's advanced data analysis tools and features to analyse and visualize data effectively	7,9,13	12
		Develop proficiency in Excel:Students will become proficient in using various Excel functionalities, including data entry, formula creation,graphing,pivot tables and data manipulation	16	10

Cognitive Level (CL): Cr - CREATE; E - EVALUATE; An - ANALYZE; A - APPLY; U - UNDERSTAND; R - REMEMBER