

**B A, B Sc, B COM DEGREE END SEMESTER EXAMINATION - APRIL 2026****UGP (HONS.) SEMESTER - 2 : MULTI DISCIPLINARY COURSE****COURSE CODE: 24UBBAMDC102 - FOUNDATION OF BUSINESS ANALYTICS WITH EXCEL***(For Regular 2025 Admission and Improvement/Supplementary 2024 Admission)*

Time: 1 Hours

Max. Marks: 35

**PART A*****(Answer any 5 questions. Each question carries 2 marks)***

1. Differentiate between sum() and sumif() functions. (CO2, U)
  2. What is meant by freezing panes in Excel? (CO5, U)
  3. Define cell address with an example. (CO3, U)
  4. What is the purpose of the formula bar? (CO5, U)
  5. What is conditional formatting? (CO3, U)
  6. What is VLOOKUP used for? (CO3, U)
- (2 x 5 = 10)**

**PART B*****(Answer any 3 questions. Each question carries 5 marks)***

7. A company wants to make its financial report more clear and professional. Explain how cell formatting features (number, percentage, table format, etc.) can help. (CO1, An)
  8. A business analyst needs to calculate total and average sales from a dataset. Explain how basic Excel functions (SUM, AVERAGE, COUNT) support this analysis. (CO3, A)
  9. While preparing a report, incorrect results are observed in calculations. Explain how formula editing and checking can help identify and correct errors. (CO3, An)
  10. A store manager wants to summarize sales data by region. Explain how a Pivot Table can help in organizing and presenting this data. (CO4, An)
- (5 x 3 = 15)**

### **PART C**

***(Answer any 1 question. Each question carries 10 marks)***

11. A company maintains large datasets of sales and customer information. Explain how data-driven decision making can be applied and how Excel tools like formatting and formulas support better decisions. (CO1, An)
  
12. A dataset contains employee details where salary needs to be compared with targets. Explain how conditional formulas and VLOOKUP can be used to analyze and retrieve relevant information for decision making. (CO3, A)

**(10 x 1 = 10)**