

How

# Revision Worksheet

Date 10.11.21  
Page 33

1. 202.
2. 10, 15
3. 4
4. 2
5. 3B
6. 101
7. Database
8. Options
9. Criteria
10. Data
11. Data Validation
12. subtotal
13. F11
14. Change chart type
15. Design
16. Chart layouts
17. Combo
18. Data
19. Data
20. F5
21. tools section, view section, colours section,  
option section
22. 2016
23. 2
24. Ctrl + J
25. Ctrl + F3

25. Ctrl + Shift + F9

22. Ctrl + Shift + C9

23. Linear

29. Free transform tool

30. Ctrl + R