

Exam Information

- 2 hour exam
 - 6 questions
 - 50% of overall mark
 - Tests Learning Outcome 3 & 4
3. Explain the role and features of spreadsheet software and apply this to simple accounting and financial management situations to calculate and present financial data.
 4. Apply advanced MS Excel knowledge to increasingly complex accounting and financial management situations to calculate and present financial data.

Revision Guide

The following is a guide only, you need to use the notes you made in the 2nd semester seminars, review the tasks for the relevant topics and read around the subject in order to show your understanding discussion and explanation.

- What is a spreadsheet
- The purpose of a spreadsheet
- How a a spreadsheet can be used
- Mixed referencing
- Advanced spreadsheet features
- Logical functions
 - Function Arguments
- Data protection
- Protecting a spreadsheet