

Name _____ Class _____ Date _____

AFTER THIS WORKSHEET YOU CAN

✓ Assemble sheets into dashboards ✓ Filter/highlight actions ✓ Layout containers ✓ Device sizing

 Section A • Concept Check • BEGINNER $4 \times 1 = 4$ _____

- 1** Clicking one chart to filter others uses:

☐ A. dashboard actions ☐ B. macros ☐ C. SQL

☐ D. GIFs

2 Tiled vs floating controls:

☐ A. layout placement ☐ B. colors ☐ C. fonts

☐ D. data

3 A highlight action:

☐ A. emphasises related marks

☐ B. deletes marks ☐ C. exports ☐ D. emails

4 Fixed-size dashboards help with:

☐ A. consistent layout ☐ B. random layout

☐ C. slower loads ☐ D. nothing

 Section B • Problem Solving • INTERMEDIATE $2 + 3 \times 3 = 11$ _____

- 5** Add sheets by _____ them onto the dashboard.
- 6** Use a sheet as a filter via the _____ icon.
- 7** Region bar chart filters the whole dashboard – how?

- 8** Why prefer containers over free floating?

- 9** Three elements of a good exec dashboard?

 Section C • Challenge • CHALLENGE 5 _____

- 10** Filter vs highlight action?

 Reflection — the most useful thing I learned: _____

A ___/4 B ___/11 C ___/5 **Total** ___/20

Teacher's Signature _____

Parent's Signature _____

✂ ANSWER KEY — FOLD OR CUT BEFORE HANDING OUT

1-A 2-A 3-A 4-A | 5 dragging 6 funnel/filter 7 = Use as Filter icon or Dashboard -
 Actions - Filter 8 = Aligned, responsive, maintainable layout 9 = KPIs on top, trend, breakdown,
 minimal clutter | 10 = Filter removes others' data; highlight dims non-related marks