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indeed assessments

Module Details

Live Preview LAST UPDATED: 02/23/18

Accounting: Bookkeeping

Ability to calculate basic accounting information (e.g., debits, credits, amounts due, interest charges, discounts, etc.); determines mathematical accuracy of financial figures and data; uses reporting tools to effectively record financial information.

- EVALUATING**
 - Ability to apply logic
 - Ability to identify solutions
 - Ability to prepare accurate financial documents
- TIME TO COMPLETE**
 - 6 min (max)
 - 5 min (avg)
- QUESTION FORMAT**
 - Multiple choice
 - Fill-in-the-blank

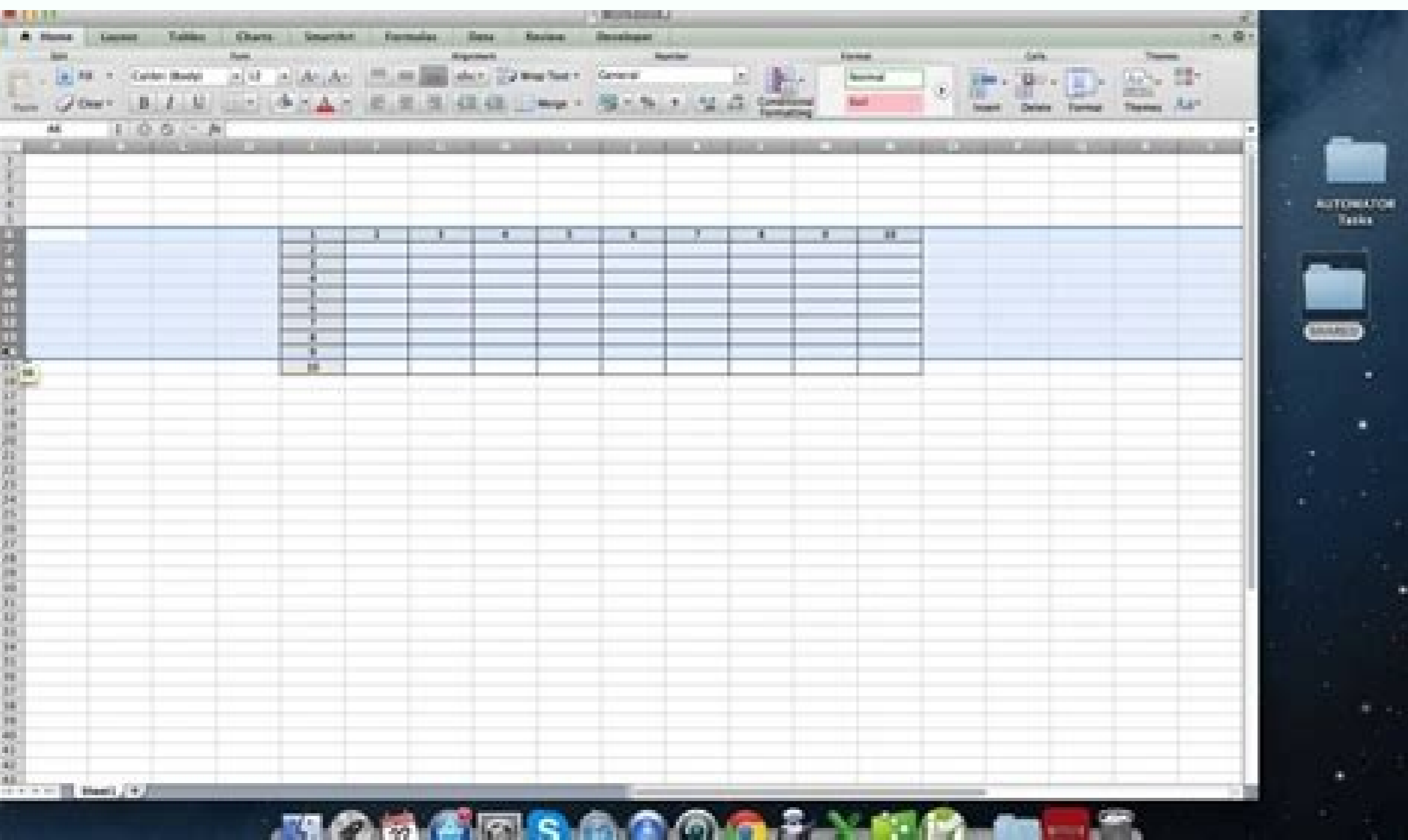
EXAMPLE QUESTIONS

Example 1

Based on the values in Cells A57:B61, what formula can automatically calculate the total in Cell C57?

	A	B	C
57	8	3	11

- =SUM(A57:B61)
- =AGGREG(A57:B61)
- =TEXT(A57:B61)



Customer service practice test, Item: 8/10

You work as a customer service representative for a phone company. This afternoon the store is rather empty and you wish to use this time to display the products for tomorrow. However, a customer walks in and asks for your recommendation for a device for his elderly mother. Rate the effectiveness of the following responses, with 1 being the least effective and 5 being the most effective response (don't use the same rating more than once).

Question	1	2	3	4	5
Provide the customer with a catalog of products he can show his mother.					
Ask the customer about his mother's needs in a cellphone before making a recommendation.					
Show the customer the range of products in the store and answer any questions he may have.					
Recommend a cellphone which is simple and reliable, in your opinion.					
Apologize and ask the customer if he would mind asking another service representative.					



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