

**Course
&
Test Series**

 **CBSE**

 **ICSE**

 **NTSE**

 **Banking &
Insurance**

 **Central Govt.
Service**

 **State Govt.
Services**

 **LAW
Entrance**

 **MBA
Entrance**

 **Railways & Metro
Services**

...many more

abhyasonline.in

Self-Made Assignment - MS Excel

Inserting and Deleting Row, Column and Worksheet in MS Excel

Student ID	First Name	Last Name	Age	Gender	Grade	Email Address
001	Ram	Singh	15	Male	A	johndoe@email.com
002	Mohan	Sharma	14	Female	B	janesmith@email.com
003	Sumit	Gupta	16	Male	C	michaelj@email.com
004	Gagan	Kumar	15	Female	A	emilydavis@email.com
005	Mukesh	Sharma	14	Male	B	daniellee@email.com
006	Rahul	Gupta	17	Female	A	sarahmiller@email.com
007	Aman	Singh	15	Male	C	davidwilson@email.com
008	Gourav	Kumar	16	Female	B	emmamartinez@email.com
009	Harsh	Gupta	14	Male	A	jamesbrown@email.com
010	Sandeep	Singh	16	Female	B	oliviataylor@email.com

1. Insert a new student record between "Aman Singh" (Row 7) and "Gourav Kumar" (Row 8).

Student ID	First Name	Last Name	Age	Gender	Grade	Email Address
008	Krish	kumar	15	Female	B	krishkumar@email.com

2. The entry for Sumit in Row 3 is incorrect. Delete this row completely from the dataset.
3. Delete the Entire Column Name (Last Name).