Software Concepts and Excel Skills

- 1. Define the term "software" and explain the difference between system software and application software.
- 2. Identify and describe three primary tasks of an operating system.
- 3. What is a pivot table in Excel, and what is its primary use?
- 4. You have a dataset in Excel showing monthly sales figures for different products. How would you use conditional formatting to highlight all sales figures above \$10,000?

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