

Assignment

Using the builtin function 'sum', calculate the totals of the last three columns.

1. Format the hours column to 1 decimal place and all other numbers to currency with 2 decimal places.
2. Sort the employees into alphabetical order.
3. Format the table with a border, title shading, centered horizontally and vertically.
4. Add your name using a header and the date and time as a footer to the spreadsheet, save and print.

Acme Hat Corporation					
Name	Hours	Wage	Gross	Taxes 5%	Net
Lachance	40.5	15.75			
Warner	39.5	35.5			
McKaig	27.75	29.85			
Shaw	38	32			
Brooksbank	29	31			
Darrach	15	18.54			
Ruypers	14.75	15.75			
		Totals:			

Assignment

Type the following data in excel worksheet and save it as first.xls
Type the following data in excel worksheet and save it as first.xls

A	B	C	D	E
513				
501				
504				
513				
511				
516				
532				
504				
432				

501
510
517
479
494
498

Do the following

- (a) Highlight column A and copy it to column C
- (b) Sort the data in column C in ascending order
- (c) What is the lowest number in the list (use a function)
- (d) Copy the data in column A to column E and sort it in descending order
- (e) What is the highest number in the list (use a function)
- (f) How many numbers in this list are bigger than 500 (use a database function)
- (g) How many numbers in column A are between 520 and 540 inclusive (use a database function)

Assignment

Enter the following data and save it in grade .xls

Name	Marks1	Marks2	Marks3	Total	Percentage	Grade
Amit	80	70	80			
Renu	70	60	90			
Rajeev	60	50	80			
Manish	50	30	90			
Sanjeev	40	40	80			
Anita	70	70	90			

Do the following

- (a) Compute the total marks and percentage of each student by entering appropriate formula.
- (b) Compute the grades based on following criteria

If percentage ≥ 90 then grade = A

If percentage ≥ 80 and < 90 then grade = B

If percentage ≥ 70 and < 80 then grade = C

If percentage ≥ 60 and < 70 then grade = D

If percentage < 60 then grade = E

Assignment

Using grade.xls to perform the following formatting operations

- (a) Draw a border around the worksheet
- (b) Change the font size of heading to 14 points and underline it and hide column c
- (c) Increase the width of column A to 15 characters
- (d) Right Align the values in column B, C, F

Assignment

A company records the details of total sales (in Rs.) sector wise and month wise in the following format

	Jan	Feb	March	April
Sector 30	12000	17000	14000	15000
Sector 22	14000	18000	15000	16000
Sector 23	15000	19000	16000	17000
Sector 15	16000	12000	17000	18000

- Enter the data in a worksheet and save it as sector.xls
- Using appropriate formula, calculate total sale for each sector
- Create a 3-D column chart to show sector wise data for all four months
- Create a 3-D pie chart to show sales in Jan in all sectors

Assignment

If you buy a car at six percent interest, financed for 3 years
Calculate the following payments.

Finance a car that costs \$20,000 at 6% for 3 years.

Finance a car that costs \$20,000 at 12% for 3 years.

Finance a car that costs \$20,000 at 0% for 3 years.

Finance a house that costs \$200,000 at 7% for 30 years.

PMT value 1500 at 8%

Calculate total cost after 30 years

Calculate total cost after 20 years



Assignment

Assignment Save the file as: Last_First_graph3

Three people are shown. The number of people in each person's family is shown also.

Make a **column graph** out of the data.

Make a Pie chart of Mary's Brother, sister and Cousins

	Bob	Mary	Luis
Brothers	6	3	1
Sisters	4	1	3
Cousins	15	3	5

Type the following data in excel worksheet and save it as second.xls.

A	B	C	D
People per physician	Life Expectancy		
X	Y	X * Y	
370	70.5		
6166	53.5		
684	65		
449	76.5		
643	70		
1551	71		
616	60.5		
403	51.5		

Do the following

- Complete column C for finding product $x * y$
- Find sum of x column at the end of data
- Find sum of y column at the end of data
- Find sum of $x * y$ column at the end of data

Assignment

Add these numbers:			Subtract		Multiply			Divide
78965								
12547			458795		58745			489
2365		minus	7854		1254		divided by	48.547
36985								
12547								
2585258								
32145								
			Find the largest number in this column of numbers				Find the smallest number in this column	
Sort these numbers			using a formula				using a formula	
from smallest to largest			789				789	
using the SORT function			789				321	
7854			788				3546	
321			784				879	
25896			785				888	
4587			783				999	
4125			741				777	
563			742				444	
54			743				555	
9878			756				666	
145357			789				6547	
45			987					
			984					
			986					
			985					

Your choice, make a column graph, or a line graph, from the data table below. Be sure to label everything. Format the graph in all ways.

Name	Number of students							
Mr. Smith	140							
Mr. Jones	138							
Ms. Doe	142							
Ms. Brown	135							
Mr. Black	133							

Assignment

Tom graduated from college last year and found a new job. The job pays \$2,500.00 per month. Tom's budget shows below. See if you can figure out if Tom makes enough money to pay his bills.

Tom's Monthly Income	\$2,500.00												
Expences	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec.	Totals
Rent	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00
Electric	\$30.00	\$55.00	\$65.00	\$85.00	\$100.00	\$115.00	\$115.00	\$120.00	\$115.00	\$85.00	\$55.00	\$50.00	
Water	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00
Car payment	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
Insurance for car	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00
Apartment Insurance	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00
Taxes on salary	\$825.00	\$825.00	\$825.00	\$825.00	\$825.00	\$825.00	\$825.00	\$825.00	\$825.00	\$825.00	\$825.00	\$825.00	\$825.00
Clothing	\$50.00	\$50.00	\$50.00	\$75.00	\$75.00	\$75.00	\$75.00	\$25.00	\$25.00	\$100.00	\$100.00	\$50.00	
Entertainment	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
Credit Card payments	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00
Food	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00
Total Expences													

Average Monthly Expense:

Tom's Income for the entire year?

Tom's expences for the entire year?

Balance? (income minus expences)

	Mar	June	Nov
Rent			
Clothing			
Food			
Entertainment			

Find out these using lookup

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