مدونة المناهج السعودية

https://eduschool40.blog

الموقع التعليمي لجميع المراحل الدراسية

في المملكة العربية السعودية

Kingdom of Saudi Arabia

Ministry of Higher Education

Department of Computer Science

Preparatory Year Deanship

Prince Sattam bin Abdulaziz University

Assignment : MS Excel

Time : 90 minutes

Total Marks: 8 Marks

Course: Computer Skills

Course Code: CT140/1400

Semester II -1441

Note: Create MS Excel 2010 File with your Name and Student ID (example *Mohammed- 4050607080)* on "Desktop"

1. Add the data as shown in the figure below.

	A	B	C	D	E	F	G	H	I	J
1					*Yearly Sales Report*					
2	S.N	Product Name	Sales				Total Sales	Average Sale	Minimum Sale	Sale Result
3			Quarter 1	Quarter 2	Quarter 3	Quarter 4				
4	1	Juice	9	4	10	52	75	18.75	4	High Sale
5	2	Water	1	2	21	4	28	7	1	Low Sale
6	3	Bread	7	6	10	11				
7	4	Butter	2	8	23	4				
8	5	Lusine	5	7	40	45				
9	6	Milk	1	4	41	77				
10	7	Laban	5	4	12	7				
11	8	Yogurt	4	14	10	7				
12			COUNT	32						
13			COUNTA	8						
14										
15		1. Calculations: Total Sale = Quarter1 + Quarter2 + Quarter3 + Quarter4.								
16		2. Average Sale in (Quarter1 + Quarter2 + Quarter3 + Quarter4).								
17		3. Minimum Sale in (Quarter1 + Quarter2 + Quarter3 + Quarter4).								
18		4.CONDITION : IF Total Sale Less Than "35" then "Low sale" else "High Sale"								
19										

2. Merge cells: According to the above Figure where ever required.

3. Find out *Total Sales* using **Sum** Function in cell G4 to G11.

4. Find out *Average Sale* using **Average** Function in cell H4 to H11.

5. Find out *Minimum Sale* using **Min** Function in cell I4 to I11.

6. Find out Sale Result (Low Sale / High Sale) using **IF condition** as given in figure (In cell J4 to J11.)

   Note: (condition: IF 'Total Sales' less than "35" then "Low Sale" else "High Sale".

7. Count the value from cells: (C4:F11) using **COUNT** function.

8. Count the value from cells: (B4:B11) using **COUNTA** function.