I'm not a robot

These problems are mostly beginner-friendly. You will need to know about the IF, SUM, SUMIF, MATCH, INDEX, MAX, and LARGE functions, as well as conditional formatting, data validation, and basic cell formatting to solve the problems. All the problems can be solved on Excel 2010 or newer. Download the Practice Workbook Practice Exercise for Data Entry.xlsx Additionally, you can download the PDF file from this link. Practice Exercise for Data Entry.pdf Problem Overview Our dataset has two main parts. In the first part, we will input the data in the first four columns. We will use those values to calculate the remaining five columns. We will calculate three more things from the following table. The problem statements are provided in the “Problem” sheet, and the solution to the problem is in the “Solution” sheet. The reference values are given in the “Reference Tables” sheet in the Excel file. Exercise 01 – Filling the Dataset: The fast task requires to fill 4 columns by typing and 5 columns by using formulas. You will need to type these values in the first 4 columns. The formatting (alignment, font size, font color, background color, etc.) helps with the visualization. We need a dropdown list for the date column. You will need to apply the Data Validation to do this. You will find the amount by multiplying the price by the unit sold. Find the discount amount. Less than $1 is a 3% discount and for more than 1, it is 5%. You can use the IF function to do so. Subtract the previous two values to get the net amount. The sales tax is 10% for all products. Add the sales tax with the net amount to calculate the total amount. Add conditional formatting to the top 3 revenue. Exercise 02 – Finding Total Sales: Your task is to find the day wise sales and total sales amount. You can use the SUMIF function to get the first value and the SUM function for the second value. Exercise 03 – Most Popular Item (By Quantity): In this exercise, you will need to find the highest product name and the amount of it. You can use the MAX function to find the maximum value. Combine it with the MATCH function to find the row number. Use the INDEX function to return the most popular item. Using the MAX function, you can find the quantity value. Exercise 04 – Top 3 Items (By Revenue): Your task is to find the top 3 items from the total column. You will need to combine the LARGE, MATCH, and INDEX functions to return the desired output. Here is a screenshot of the solution to the first problem. The solutions to these problems are provided in the PDF and Excel files. Get FREE Advanced Excel Exercises with Solutions! 71%(34)71% found this document useful (34 votes)496K views30 pages1) This document provides 50 Excel assignments to practice using formulas like SUM, AVERAGE, IF, COUNT, COUNTA, COUNTIF and SUMIF. 2) The assignments cover topics like calculating totals, a…AI-enhanced title and descriptionSaveSave 50 Ms Excel Assignments Pdf For Practice Free Down… For Later71%71% found this document useful, undefined71%(34)71% found this document useful (34 votes)496K views30 pages1) This document provides 50 Excel assignments to practice using formulas like SUM, AVERAGE, IF, COUNT, COUNTA, COUNTIF and SUMIF. 2) The assignments cover topics like calculating totals, averages, counts, grades and more across multiple sample datasets including student results, sales data, and employee salary sheets. 3) Solving the assignments requires using Excel formulas to summarize and analyze data, answer questions about the data, and perform calculations on the datasets.71%(34)71% found this document useful (34 votes)496K views30 pages1) This document provides 50 Excel assignments to practice using formulas like SUM, AVERAGE, IF, COUNT, COUNTA, COUNTIF and SUMIF. 2) The assignments cover topics like calculating totals, a…AI-enhanced title and description ‘Basic Excel Practical Exercises With Solution’ PDF Quick download link is given at the bottom of this article. You can see the PDF demo, size of the PDF, page numbers, and direct download Free PDF of ‘Intermediate And Advance Excel Practice Exercises’ using the download button.Basic Excel Assignment DataCreating Basic Functions:Single Argument Exercise: Open WeekOne worksheet Excel Part 4 Functions.xlsx to practice creating arguments. Make sure to freeze the pane by selecting cell B4 so we can see header rows.AVERAGE Function:In Cell E33 we want to calculate the average price per unit. Select Cell E33.Click on the drop-down arrow next to the Sum function in the Editing Group under the Home tab.Select Average.The selected function will appear in the cell. If logically placed, the Average command will automatically select a cell range for the argument. In our example, cells E4:E32 were selected automatically.In our case, there is no data in E31 and E32. You can manually fix the argument directly in the formula bar area by using the backspace button on your keyboard and changing the cell address from E32 to E30. (OR you can use your mouse; click and drag to include the desired cell range into the argument as well.)Objectives:The Learner will be able to:Enter data into a SpreadsheetUse AutoFill with labels, data, and formulasFormat Cell Borders and ContentsCalculate the total across the rowsCalculate the total for each columnUse Conditional FormattingSolutionEnter the Labels in the first rowIn Cell A1 type: MondayUse the AutoFill handle to add Tuesday through SaturdayCalculate the TotalIn Cell G1 type: TotalIn Cell G2 create the equation: =Sum(A2:F2)Use the AutoFill handle to fill down that equation to G6Calculate the Daily TotalEnter sample data in cell A2 through F2Select Cell A7 and AutoSum the totalUse the AutoFill handle to add this equation to Cells B7 through G7Format the cellsMake the Labels BoldAlign all of the text Centered, in the middle of the cellsCalculate the overtime in Cell G8The equation in cell G8 would be: =G7-40Use Conditional Formatting on Cell G8Save the spreadsheet and name it: Excel Intermediate Practice 1Learning ObjectivesAfter completing the instructions in this booklet, you will be able to:Understand what Nested Functions are.Link data between sheets.Understand what Macros are.Create a simple Macro.Hide/unhide information in your spreadsheet.Protect your spreadsheet and workbook.Create templates out of workbooks.Nested functions are functions within a function.By nesting an IF function within an existing IF function, you can test more than one condition (e.g. Pass, Conditional, Fail).This can be helpful if you want to assign scores or grades based on certain conditions.For example: =IF(F2>=75,”Pass”,IF(F2>=65,”Conditional”,”Fail”))This formula checks the cell for a value, and if it is greater than or equal to (>=) a predetermined grade (e.g. 75), then the formula will return the phrase Pass.If the number in the cell is less than 75, Excel will move to the next part of the formula, and so on.Linking data between spreadsheets allows you to reference data contained elsewhere in yourworkbook without having to copy all of the information.For example, you could have a workbook that has multiple spreadsheets tracking regional sales and a separate spreadsheet to tally the totals across all regions.By linking to the regional data from the totals, you will only have to update your information in one location.The following example explains how to link data between the Eastern Division spreadsheet, and the Year End Total spreadsheet:Open the spreadsheet that contains the source data and the target location (e.g. EasternDivision, Western Division, Totals, etc.)Select the cell(s) in the source spreadsheet that contains the data that you want to link to thetarget location (e.g. Total sales for Eastern Division).Author MicrosoftLanguageEnglishNo. of Pages20PDF Size2 MBCategoryComputerSource/Creditsdrive.google.comDownload PDF HereRelated PDFsMS Excel Practice Exercises PDF Free Download To solve the following exercises, you will need to know about the SUM, AVERAGE, IF, VLOOKUP, INDEX, MATCH, ROUNDUP, UNIQUE, COUNTIF, LEFT, SEARCH, MID, RIGHT, LEN, FIND, SUBSTITUTE, AND, and SUMIF functions and the Data Bars feature of Excel. You can use Excel 2010 or later, except for the UNIQUE function, which is only available in Excel 2021. Download the Practice Files You can download the PDF and Excel files by filling out this form: Problem Overview Here is a snapshot of the first two problems. The solutions to all problems are given in a separate sheet. Exercise 01 – Class Performance Evaluation. You will find these values – The total number for each student, Their average on those subjects, Based on the average score, you will return a GPA. For GPA calculation, less than 60 is B and higher is A. Exercise 02 – Lookup Values (Left to Right). You need to find the employee salary in the lookup table on the right side. Exercise 03 – Lookup Values (Any Direction). Here your task is the same as the second task. However, this time the lookup range is on the right side. Therefore, you cannot use the VLOOKUP function here. Exercise 04 – Rounding Values. You will need to round the sales generated values in this exercise. Exercise 05 – Joining Two Strings. You will need to add the first name and last name. Exercise 06 – Conditional Formatting. Your task is to create a Data Bar for the salary values and hide the salary values. Exercise 07 – Counting Unique Values. Firstly, you need to find the unique values in a list of names. Then, you will find how many times that value occurred in that lis Exercise 08 – Extract First, Middle, and Last Name. You need to separate the three parts of a name from a given list. Exercise 09 – Conditional Summation. You will need to find the total sales for a particular country. Exercise 10 – Data Validation. Your objective is to ensure that users cannot type less than 0 in a column. Exercise 11 – Check If a Date Is Between Two Dates. Your target is to determine whether a date is between two dates or not. Here is a screenshot of the solutions to the first two problems. 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