

Information Technology Center
University of Peradeniya

ICT1001 – Information & Communication Technology

Activity 5

1. Type the following data in an Excel worksheet

Faculty	Year	No	Full Name
A	17	125	PKG Silva
AG	16	55	AB Jayasekara
MG	17	363	MLP Bandara
A	15	164	LKS Jayasingha
S	17	5	PL Fernando
MG	16	12	LMN Jayasekara
A	14	555	PS Sugathapala
MG	17	11	RN Jayathissa
A	16	16	MK Perera

- a. Insert a column between *No* and *Full Name* column. Name it as *Reg No*
 - b. In the *Reg No* column generate the Registration Nos of the students. Reg No should be in the format of A/17/125
 - c. Observe the Reg Nos generated. Now try to modify the function used so that each registration number has exactly 3 characters for the *No* field (eg:AG/16/55 should be displayed as AG/16/**055**). (Hint: you may use *Text* function and *Concat* function in combination for this)
 - d. Display the Fullname in capitals.
 - e. Name the column next to Surname column as *DOB*. Enter some DOBs using the *date()* function
 - f. Name the next column as *Age*. Find the Age of each student using Excel functions
2. Enter the following data into MS Excel worksheet. Format it as appear in the worksheet given. You can use fill series option to enter *Question Number* without typing

Automated MCQ Marker

Student score	
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Question Number	Correct Answer	Student Answer	Correct / wrong
1	a		
2	b		
3	d		
4	a		
5	c		
6	d		
7	a		
8	a		
9	b		
10	b		
11	c		
12	a		
13	d		
14	d		
15	c		
16	b		
17	a		
18	b		
19	b		
20	d		

- Format the *Student Answer* column so that only 'a','b','c' and 'd' are the only allowed values. (Hint: Use data validation)
- Display 1 in the *correct / wrong* column if the student answer is correct, 0 otherwise.
- At the bottom of correct / wrong column find the total number of correct answers.
- In the *student score* cell display the student marks as a percentage

3. The table below gives the car sales by employees. Assume that we want to calculate the commission for each worker based on their sales.

Seller	Car sales	Commission
Saman Perera	15	
Kamal Jayantha	19	
Ruwan de Silva	20	
Mohomad Safras	12	
Ruwanthi Withanage	2	
Jayantha Srimal	27	
Jayantha Kumara	9	
Anuruddha	32	

Following are the commission percentages based on the sales.

Commission Table	
Sales volume	%
0	0
10	5%
20	10%
25	15%
30	20%

Type the data in an Excel worksheet and find the commission percentages using the IF function

4. Calculate the amount that you will receive after 5 years, if you deposit Rs. 1000.00 in every month for a period of 5 years constantly for an annual interest rate of 25%?
5. You are planning to take a loan from a bank with the following terms.
- Loan amount – Rs. 1,000,000.00
 - Annual interest rate - 14%
 - Repayment time – 10 years

Prepare a loan schedule for this. The schedule should have the following format. (1 row for 1 month in repayment period)

Payment No	Payment	Principal	Interest	Balance