

Day 03 Task

Q1. Problem Statement:

Think of yourself as a counsellor who is responsible for suggesting students a right career option. For this you want some information which you must note in excel. Your task is to:

- Create a range of students' data in excel having 20 records with at least 6 fields that are important according to you. After all fields create another field in the range where you as a counsellor think what career option is best. Example:

| | A | B | C | D | E | F | G |
|---|-------|-----|---------------|--------|-----------------|----------------------------------|-------------|
| 1 | Name | Age | Qualification | City | Languages known | Highest Qualification Percentage | Best_Career |
| 2 | Vikas | 23 | MSc-Biology | Kanpur | English,Hindi | 79.2 | Professor |
| 3 | | | | | | | |

Note: It is for example purpose try not to copy same fields.

- Create a document mentioning the objective, data points, and why did you choose the variables.
- Also create a description table for each variable on a different sheet in the same workbook.

Task 1 – Core Formula Practice

Dataset link:

https://mega.nz/file/VF9jRALD#N57_P CfK8V6hvsmVlbnjfvdOnTdQw7YrcPDIT-czCAU

Using the given dataset, apply the following formulas (at least once each):

- SUM
- AVERAGE

- COUNT
- MAX
- MIN

Create a separate sheet named Formula_Practice and place all calculations there.

Task 2 – Logical Column Creation (IF Function)

Create a new column named Performance_Flag with the following logic:

- If Purchase Amount > Average Purchase Amount → High
- Else → Low

(Formula must be used, no manual tagging.)

Task 3 – Formula Explanation

Pick any two formulas you used today and answer:

1. Why was this formula required?
2. What business meaning does the output give?

(Answer in 3–4 lines each.)

Task 4 – Excel Error Identification

For each error, write:

- Error name
- Why it occurred
- How you corrected it

Task 5 – Mini Check Questions

1. What is the difference between COUNT, COUNTNA, and COUNTA?
 2. Why should calculations never be done manually in Excel?
 3. What happens if we copy a formula without understanding cell references?
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Submission Instructions

- **Submit one Excel file with formulas visible**
 - **Written answers can be in the same file or a separate document**
 - **Do not remove raw data**
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