

Practical No. 14

Aim: To analyze sales data using Excel formulas and charts.

Objectives

- To use SUMIF formulas
- To filter categories

Materials Required

- Excel

Procedure

1. Enter or import sales data – Add sales records manually or import them from an external file to build your dataset.
2. Sort and filter – Organize the data by sorting and apply filters to focus on specific products, dates, or regions.
3. Use SUMIF – Apply the SUMIF function to total sales based on a chosen condition, such as product type or salesperson.
4. Extract text using LEFT/RIGHT – Use LEFT or RIGHT functions to pull specific characters from product codes or IDs.
5. Create line chart – Plot a line chart to visualize sales trends over time for clearer analysis.
6. Protect sheet – Lock the sheet or specific cells to prevent unauthorized edits and maintain data integrity.

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Store_Sales sheet

	Date	Product	Category	Quantity	Price	Total Sales	
1	01-01-2025	Headphones	Electronics	5	1000	5000	Total sales for headphone
2	01-01-2025	Headphones	Electronics	5	1500	7500	20000
3	01-01-2025	Headphones	Electronics	5	1500	7500	Max sales
4	12-02-2025	Keyboard	Electronics	7	1200	8400	8400
5	05-01-2025	Mouse	Electronics	10	500	5000	Min sales
6	18-02-2025	Notebook	Stationery	20	100	2000	1000
7	22-03-2025	Pen	Stationery	50	20	1000	
8	10-03-2025	Pen Drive	Electronics	8	800	6400	
9							
10							
11							
12							
13	NOTE: To calculate Total Sales (=D2*E2)						
14							
15							

Store_Sales Summary Charts

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SALES SUMMARY Total Sales Month-Wise Total Sales Analysis

5000

7500

7500

8400

5000

2000

1000

6400

First, here is the aggregated data calculated from your table:

January: 25,000 (5,000 + 7,500 + 7,500 + 5,000)

February: 10,400 (8,400 + 2,000)

March: 7,400 (1,000 + 6,400)

Store_Sales Summary Charts

Accessibility: Investigate

