Note: Early testing shows that the Subtotal section (steps 5-11) of **this project does not grade correctly**. Do your best to follow the instructions and make your file identical to the solution file. Exprep may mark down points for things that are not wrong. Please **do not email me about the grading problems**. I am aware of the problem, and I am working on fixing this project for next term.

**You will receive a bonus 25% on your score to compensate for bad grading on this project.** The 25% will be added to your Project – Intro Pivot Canvas grade on after the project is closed for late submissions.If the grading errors are more than 25%, record the missed points in reflections and corrections and you will get them back at the end of the term.

|  |
| --- |
| 1. On the SumIF worksheet, in the green cells in range H2:J6, use SumIF, AverageIF, and CountIF to calculate the sum of Asking Price, Average of Selling Price and Count of Transactions for each City 2. Format all dollar amounts in H2:I6 with Currency Zero decimal places 3. On the SumIFs worksheet, in the green cells in range G2:K7, use SumIFS, AverageIFS, and CountIFS to calculate the sum of Asking Price, Average of Selling Price and Count of Transactions for each combination of Selling Agent and City 4. Format all dollar amounts in I2:J7 with Currency Zero decimal places |
| 1. On the Subtotal worksheet in cell F2, insert a formula to calculate the selling price percentage of the asking price (Divide Selling Price by Asking Price) 2. format it with Percent Style with one decimal place 3. copy the formula down the column. |
| 1. In cell I2, enter a formula to calculate the number of days between the listing date and sale date. (Sale Date minus Listing Date) 2. Copy the formula down the column. |
| 1. Use the Custom Sort dialog box or Filter Buttons to sort the list by City in alphabetical order. Then by Selling Agent in alphabetical order (City is Major Sort and Selling Agent is Minor) |
| 1. Use the Subtotal feature to calculate the average selling price by city, average % of asking price by city, and average days on market by city (Check all three boxes for “selling price’, “% of asking price” and “days on market” at the same time) |
| 1. Format the average days on market as numbers with zero decimal places |
| 1. Group the data using the Outline feature (number buttons in top left corner). 2. Select Outline # 2 to display the grand average and city average rows only |
| 1. Go to cell C101, read the questions, and type the correct answers in the respective highlighted cells (type in the numbers and city names, don’t use references like =F102) |
| 1. On the Pivot1 worksheet, Create a PivotTbale, use the data to the left, replicate the data table in range G3:H8. Do not change the default headers of your PivotTable. 2. Place the new PivotTable below the existing data table. 3. Format the PivotTable with Tabular Report Layout 4. Format the dollar amounts with Currency zero decimal places |
| 1. On the Pivot2 worksheet, Create a PivotTable, use the data to the left, replicate the data table in range G3:H13. Do not change the default headers of your PivotTable. 2. Place the new PivotTable below the existing data table. 3. Format the PivotTable with Tabular Report Layout 4. Format the dollar amounts with Currency zero decimal places |
| 1. On the Pivot3 worksheet, Create a PivotTbale, use the data to the left, replicate the data table in range G4:L14. Do not change the default headers of your PivotTable. 2. Place the new PivotTable below the existing data table. 3. Format the PivotTable with Tabular Report Layout 4. Format the dollar amounts with Currency zero decimal places. 5. Use the PivotTable option to show empty cells as zeros. 6. Turn off the Grand Totals for Rows and Columns in the PivotTable |
| 1. Note that the record for Selling Agent Hernandez in the City of Cedar Hills in cell J9 is unusually large. $7,239,185 is suspicious. Locate the selling price of $6,452,500 in cell E2. This is a data entry error. Remove one zero to make E2 $645,250. 2. Refresh the PivotTable to update the Data Source and check that the record for Selling Agent Hernandez in the City of Cedar Hills in the PivotTable is now corrected to $1,431,935 |