Assignment 16

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Instructions

Describe five different uses of Special Paste used in Excel: 20 Marks

Describe ROUND() and TRANSPOSE() functions with examples: 20 Marks

Create a new workbook with name ‘Class Record’ name sheet1 ‘Record’ and second sheet ‘Result Card’: 15 Marks

In Record sheet, name columns, S.No, Name, Roll No., Science, Maths, English, Social Studies, History and type 10 students record in these columns: 10 Marks

In Result Card sheet create result card of every student with the help of TRANSPOSE() function as shown in lesson 16: 10 Marks

Calculate in Result Card sheet, Total Marks, Marks Obtained, Percentage, and Grade (Calculate Grade using IFS() function): 10 Marks

Use relative and obsolete reference in Result Card sheet for student name, student roll no., subject names, subject marks: 10 Marks

Note:

You have to submit 02 files:

1st file will be a document having an introduction and the first 2 tasks of this assignment.

2nd file should be in .xls or .xlsx format having your introduction in the worksheet and 3rd tasks of this assignment.