Sem 1 - ITC1011
Excel - Project 1

Student No: 219356092
User:
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Final mark: 0 / 20

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1. Adjust the Column width to a specific unit	0 / 1
2. Edit the cell's entry	0 / 1
3. Merge the cells in the required range	0 / 1
4. Enter text in empty cell	0 / 1
5. Use a TODAY Function	0 / 1
6. Use the SUM function with cell range	0 / 1
7. Use the Fill Handle to copy	0 / 1
8. Apply Number Format	0 / 1
10. Use COUNTA function	0 / 1
11. Using the Round Function	0 / 1
11. Apply Number Format to Cell	0 / 1
12. Using Absolute Cell Referencing in a formula	0 / 1
14. Use the MIN Function and correct range	0 / 1
15. Use the AVERAGE Function	0 / 1
16. Apply Conditional Formatting	0 / 1
17. Create 3-D Clustered Column	0 / 1
17. Apply a chart style to chart	0 / 1
18. PAGE - Change the Orientation	0 / 1
18. Print Worksheet with Gridlines	0 / 1
20. Insert a CUSTOM footer	0 / 1