| Comp | any Name: | | | Α | scribe Infotech | | | | |
|---|-----------|----------------|-----------------------|-------------------------------|-----------------|-------------------|----------------|--------------|----------|
| | Address: | | | | Udupi | | | | |
| | | | | Salary Sheet For The Month Of | | | January | 20 |)21 |
| | | | | Working Days: | 31 | 1 Allowed Leaves: | | | 2 |
| Sr. No. | Emp. Code | Employee Name | Date of Joining | Designation | Department | Location | | Gender | Salary |
| | | | | | | City | State | | |
| 1 | MW01 | Astha Puri | Wednesday, Decembe | - | HR | Udupi | Karnataka | Female | ₹ 25,000 |
| 2 | MW02 | Bijal Pande | Sunday, October 10, 2 | Graphic Designer | R&D | Mangalore | Karnataka | Female | ₹ 15,000 |
| 3 | MW03 | Chirag Sharma | Friday, November 11, | Sr. Developer | Development | Honnavar | Karnataka | Male | ₹ 18,000 |
| 4 | MW04 | Divya Soni | Thursday, December 2 | Graphic Designer | Quality Control | Pune | Maharashtra | Female | ₹ 14,500 |
| 5 | MW05 | Erum Rastogi | Wednesday, Novembe | Office Admin | Marketing | Mumbai | Maharashtra | Female | ₹ 15,200 |
| 6 | MW06 | Farhan Patel | Wednesday, Decembe | Developer | Finance | Bhopal | Madhya Pradesh | Female | ₹ 18,000 |
| 7 | MW07 | Geet Sahu | Sunday, October 10, 2 | Sr. Accountant | Marketing | Mumbai | Maharashtra | Male | ₹ 50,000 |
| 8 | MW08 | Himesh Surya | Wednesday, Decembe | Jr. Accountant | Marketing | Kolkata | West Bengal | Male | ₹ 35,000 |
| 9 | MW09 | Supriya | Sunday, October 10, 2 | Developer | HR | Ahmedabad | Gujarat | Female | ₹ 37,000 |
| 10 | MW10 | Sharadhi | Friday, November 11, | Graphic Designer | R&D | Kanpur | Uttar Pradesh | Female | ₹ 39,925 |
| 11 | MW11 | Raghu | Thursday, December 2 | Sr. Developer | Development | Surat | Gujarat | Male | ₹ 42,850 |
| 12 | MW12 | Indira | Wednesday, Novembe | Graphic Designer | Quality Control | Thane | Maharashtra | Female | ₹ 45,775 |
| 13 | MW13 | Shane | Wednesday, Decembe | Office Admin | R&D | Udupi | Karnataka | Male | ₹ 48,700 |
| 14 | MW14 | Imran Abha | Sunday, October 10, 2 | Graphic Designer | Administration | Chennai | Tamil Nadu | Male | ₹ 15,000 |
| 15 | MW15 | Jitendra Pande | Wednesday, Decembe | HR Head | HR | Bangalore | Karnataka | Male | ₹ 13,500 |
| 16 | MW16 | Kailash Rane | Sunday, October 10, 2 | Manager | Finance | Hyderabad | Telangana | Male | ₹ 28,000 |
| 17 | MW17 | Luv Patel | Friday, November 11, | Delivery Boy | Development | Pune | Maharashtra | Male | ₹ 10,000 |
| 18 | MW18 | Manoj Bhide | Thursday, December 2 | Peon | Quality Control | Ahmedabad | Gujarat | Male | ₹ 10,000 |
| 19 | MW19 | Nancy Pastor | Wednesday, Novembe | Graphic Designer | R&D | Surat | Gujarat | Female | ₹ 18,000 |
| 20 | MW20 | Omar Shaikh | Wednesday, Decembe | Sr. Developer | Finance | Jaipur | Rajasthan | Male | ₹ 26,000 |
| 21 | MW21 | Preetam Chavla | Sunday, October 10, 2 | Developer | Sales | Lucknow | Uttar Pradesh | Male | ₹ 22,000 |
| 22 | MW22 | Ram Vihaan | Wednesday, Decembe | Graphic Designer | Marketing | Kanpur | Uttar Pradesh | Male | ₹ 25,000 |
| 23 | MW23 | Sunil Upadhay | Sunday, October 10, 2 | · • | Administration | Nagpur | Maharashtra | Male | ₹ 12,500 |
| 24 | MW24 | Tirth Chobe | Friday, November 11, | · | HR | Indore | Madhya Pradesh | Male | ₹ 25,000 |
| 25 | MW25 | Umesh Bajrang | Thursday, December 2 | · | R&D | Thane | Maharashtra | Male | ₹ 25,000 |
| Salary Summary of 25 Employees | | | | | | | | | -, |
| | | | | ,, 01 | | | Maxin | num Salary | #NAME? |
| Minimum Salary | | | | | | | | | ₹ 10,000 |
| · · | | | | | | | | | |
| | | | | | | | | llest Salary | |
| | | | | | | | | gest Salary | |
| | | | | | Number of Emp | lovees Having S | | | 2 |
| Number of Employees Having Salary More than 90th Percentile | | | | | | | | | |

| | Exercises |
|------|--|
| III. | Working with Data: Data Validation, Pivot Tables & Pivot Charts. |
| 1 | Copy the Employee Table |
| 2 | Validate column "DOJ" and confirm values are between between Janaury 2000 to December 2023 |
| 3 | Add dropdown list to add either "Male" or "Female" for the column "Gender" |
| 4 | Allow less than 20 characters in the column "Employee Name" column |
| 5 | Add month and year list to the designated cell. Allow only the years between 2000 to 2023. |
| 6 | Derive number of days based on month and year(consider leap year). |
| 7 | Change Date of Joining to "YYYY" |
| 8 | Add pivot table for the employee Data |
| 9 | Display Departmentwise employee count and total salary and Maximum Salary |
| 10 | Display Departmentwise employee count and total salary and Maximum Salary by year |
| 11 | List Female Employees of every department based on the year |
| 12 | Add pivot chart for employee table |
| 13 | Generate chart to display number employees under each department |
| 14 | Generate chart to show number of employees joined every year departmentwise |
| 15 | Display male employees from karnataka joined different department in different year |

| Pivot Table | |
|------------------------|---|
| | ts of data in many user-friendly ways. |
| | gating numeric data, summarizing data by categories and subcategories, and creating custom calculations and formulas. |
| | ing levels of data to focus your results, and drilling down to details from the summary data for areas of interest to you. |
| | nns or columns to rows (or "pivoting") to see different summaries of the source data. |
| | iping, and conditionally formatting the most useful and interesting subset of data enabling you to focus on just the information you want |
| Presenting concise, at | tractive, and annotated online or printed reports. |
| | |
| | |
| | |
| | |
| | |
| | |

| Cor | mpany Name: | | | | SMVITM | | | | | |
|---|-------------|----------------|-------------------------------|-------------------|-----------------|------------------|-----------------|--------------|-----------|--|
| | Address: | | | | Udupi | | | | | |
| | | | Salary Sheet For The Month Of | | | | February 2 | | 020 | |
| | | | | Working Days: | 29 | 1 | Allowed Leaves: | 2 | 2 | |
| Sr. No. | Emp. Code | Employee Name | Date of Joining | Designation | Department | Location | Location2 | Gender | Salary | |
| 1 | MW01 | Astha Puri | 2012 | Developer | HR | Udupi | Karnataka | Female | 26,000 | |
| 2 | MW02 | Bijal Pande | 2010 | Graphic Designer | R&D | Mangalore | Karnataka | Male | 15,000 | |
| 3 | MW03 | Chirag Sharma | 2011 | Sr. Developer | Development | Honnavar | Karnataka | Male | 18,000 | |
| 4 | MW04 | Divya Soni | 2010 | Graphic Designer | Quality Control | Pune | Maharashtra | Female | 14,500 | |
| 5 | MW05 | Erum Rastogi | 2003 | Office Admin | Marketing | Mumbai | Maharashtra | Female | 15,200 | |
| 6 | MW06 | Farhan Patel | 2012 | Developer | Finance | Bhopal | Madhya Pradesh | Male | 18,000 | |
| 7 | MW07 | Geet Sahu | 2010 | Sr. Accountant | Marketing | Mumbai | Maharashtra | Male | 50,000 | |
| 8 | MW08 | Himesh Surya | 2012 | Jr. Accountant | Marketing | Kolkata | West Bengal | Male | 35,000 | |
| 9 | MW09 | Supriya | 2010 | Developer | HR | Ahmedabad | Gujarat | Female | 37,000 | |
| 10 | MW10 | Sharadhi | 2011 | Graphic Designer | R&D | Kanpur | Uttar Pradesh | Female | 39,925 | |
| 11 | MW11 | Raghu | 2010 | Sr. Developer | Development | Surat | Gujarat | Male | 42,850 | |
| 12 | MW12 | Indira | 2003 | Graphic Designer | Quality Control | Thane | Maharashtra | Female | 45,775 | |
| 13 | MW13 | Shane | 2012 | Office Admin | R&D | Udupi | Karnataka | Male | 48,700 | |
| 14 | MW14 | Imran Abha | 2010 | Graphic Designer | Administration | Chennai | Tamil Nadu | Male | 15,000 | |
| 15 | MW15 | Jitendra Pande | 2012 | HR Head | HR | Bangalore | Karnataka | Male | 13,500 | |
| 16 | MW16 | Kailash Rane | 2010 | Manager | Finance | Hyderabad | Telangana | Male | 28,000 | |
| 17 | MW17 | Luv Patel | 2011 | Delivery Boy | Development | Pune | Maharashtra | Male | 10,000 | |
| 18 | MW18 | Manoj Bhide | 2010 | Peon | Quality Control | Ahmedabad | Gujarat | Male | 10,000 | |
| 19 | MW19 | Nancy Pastor | 2003 | Graphic Designer | R&D | Surat | Gujarat | Female | 18,000 | |
| 20 | MW20 | Omar Shaikh | 2012 | Sr. Developer | Finance | Jaipur | Rajasthan | Male | 26,000 | |
| 21 | MW21 | Preetam Chavla | 2010 | Developer | Sales | Lucknow | Uttar Pradesh | Male | 22,000 | |
| 22 | MW22 | Ram Vihaan | 2012 | Graphic Designer | Marketing | Kanpur | Uttar Pradesh | Male | 25,000 | |
| 23 | MW23 | Sunil Upadhay | 2010 | Developer | Administration | Nagpur | Maharashtra | Male | 12,500 | |
| 24 | MW24 | Tirth Chobe | 2011 | Developer | HR | Indore | Madhya Pradesh | Male | 25,000 | |
| 25 | MW25 | Umesh Bajrang | 2010 | Sr. Developer | R&D | Thane | Maharashtra | Female | 25,000 | |
| | 1 | | ' | Salary Summary of | 25 | Employees | | 1 | | |
| • | | | | , , | | 1 | | Total Salary | ₹ 635,950 | |
| Maximum Salary | | | | | | | | | | |
| Minimum Salary | | | | | | | | | ₹ 10,000 | |
| Average Salay | | | | | | | | | ₹ 25,438 | |
| 5th Smallest Salary | | | | | | | | | | |
| | | | | | | | | rgest Salary | #NAME? | |
| | | | | | Number of Fmr | olovees Having S | | | 2 | |
| Number of Employees Having Salary More than 90th Percentile | | | | | | | | | | |

| Count of Sr. No. | | Date | of Joir | ning | | |
|-----------------------|----------------|------|---------|------|------|-----------|
| Department | Employee Name | 2010 | 2010 | 2011 | 2012 | Grand Tot |
| Administration | Imran Abha | 1 | | | | 1 |
| | Sunil Upadhay | 1 | | | | 1 |
| Administration Total | | 2 | | | | 2 |
| Development | Chirag Sharma | | | 1 | | 1 |
| | Luv Patel | | | 1 | | 1 |
| | Raghu | | 1 | | | 1 |
| Development Total | | | 1 | 2 | | 3 |
| Finance | Farhan Patel | | | | 1 | 1 |
| | Kailash Rane | 1 | | | | 1 |
| | Omar Shaikh | | | | 1 | 1 |
| Finance Total | | 1 | | | 2 | 3 |
| HR | Jitendra Pande | | | | 1 | 1 |
| | Tirth Chobe | | | 1 | | 1 |
| HR Total | | | | 1 | 1 | 2 |
| Marketing | Geet Sahu | 1 | | | | 1 |
| | Himesh Surya | | | | 1 | 1 |
| | Ram Vihaan | | | | 1 | 1 |
| Marketing Total | | 1 | | | 2 | 3 |
| Quality Control | Manoj Bhide | | 1 | | | 1 |
| Quality Control Total | | | 1 | | | 1 |
| R&D | Bijal Pande | 1 | | | | 1 |
| | Shane | | | | 1 | 1 |
| R&D Total | | 1 | | | 1 | 2 |
| Sales | Preetam Chavla | 1 | | | | 1 |
| Sales Total | | 1 | | | | 1 |
| Grand Total | | 6 | 2 | 3 | 6 | 17 |

