**Exe-5 Formulas and Function**

**Sum, Average, Rank, Min, Max**

1. **Open** MS **excel** and insert the following data on **sheet** 1

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Name** | **Sex** | **Bio** | **Che** | **Math** | **Total** | **Average** | **Rank** |
| **Selam** | F | 59 | 62 | 68 |  |  |  |
| **Eyob** | M | 85 | 89 | 91 |  |  |  |
| **Daniel** | M | 74 | 66 | 72 |  |  |  |
| **Birhanu** | M | 80 | 83 | 85 |  |  |  |
| **Beza** | F | 48 | 45 | 43 |  |  |  |
|  | **Min** |  |  |  |  |  |  |
| **Max** |  |  |  |  |  |  |

1. Calculate **Total**, **max**, **min** and **average**
2. Calculate Rank based on Average
3. **Save** as the file inside your folder and close it.