

# Power of Excel – Day 1 Classwork

Import the Employees' Salaries Data into Excel and answer the following questions:

1. How many employees in San Francisco of grade 16 & 17 considering that all fire fighters from San Francisco were given a 5% of the base pay as an off-record bonus.
2. Which area has the highest employee capacity?
3. Prepare a list of all employees employed since 2009 from the "Pacific Heights" area with the below fields
  - Employee ID
  - Employee Name
  - Phone number
  - Employee System Code

## Additional Details

- **Grades Map**

Salary Range	Employee Grade
< 10,000	15
10,000 - 50,000	16
50,000 - 150,000	17
150,000 - 300,000	18
> 300,000	19

- **Office Area Capacity Map**

Employees Range	Office Range Category
100 - 1500	Low
1501 - 6000	Medium
> 6000	High

## Notes:

- Don't forget to prepare your data, adjust columns' alignments and alter data types if needed.
- Name your columns and sheets meaningfully.
- Add another sheet holding the above questions' answers.
- Keep any columns you might have added as a step to reach your answers.
- Periodically Save your file :D