

1. Open the Sales Information Data workbook and modify the worksheet protection of the Sales Data worksheet, so that when the sheet is protected, only the cell range D2:D2009 can be selected. All other cells should not be selectable. Protect the worksheet without a password.
2. Encrypt the Sales Information Data workbook so that it requires a password to open. Use ExpertExam as the password. Mark the workbook as final.
3. Unprotect the Sales Data worksheet. In the Sales Data worksheet, implement data validation in cell E2, so that when the user selects that cell, a dropdown list is provided for selection. The options presented to the user should be Mastercard, Visa, Amex, Air Miles and Diner's Card.
4. Extend this validation to the range E3 to E2009.
5. For the validated range implemented in questions 3 and 4, set the input message title to Destinations and show the user the following message: "Please select a valid Payment Type". If an invalid Payment Type is entered the user should be stopped and an appropriate message displayed.
6. Save the Sales Information Data workbook as a template named Sales Data in a folder of your choice.
7. In the Sales Information Data workbook, configure Excel Formulas to have the R1C1 reference style and enable Error Checking using the colour blue.
8. Open the HelpLess Airlines Marketing Plan workbook. In the Marketing Plan Budget worksheet, change the Budget 2017 to 2022 chart to Style 10. Save the chart as a chart template with the name Marketing Budget in a location of your choice.
9. In the HelpLess Airlines Marketing Plan workbook, in the Maintenance Schedule worksheet, create a macro that sets the width of the columns to be 25. Name the macro ColumnWidth and store it only in this workbook (Leave all other settings as default).
10. In the HelpLess Airlines Marketing Plan workbook, in the Marketing Plan Budget worksheet, create a command button form control and name it Feeling Blue. Create a macro named Select_Blue_Colour that enables the user to change the colour of selected cells to blue. Assign the Select_Blue_Colour macro to the Feeling Blue button. Select a number of cells and click the button to run the macro.
11. In the Profit Forecast worksheet, create a Spin Button Form control so that it changes the values in cell K11 to numbers from 1 to 100 in increments of 2. (Note: Accept all other default settings)
12. In the Profit forecast worksheet, create a ComboBox Form control. Link the ComboBox to the categories listed from A4 to A10. Link the form control to Cell L19.

13. In cell M19 create an Index Function that references the category list and displays the choice made by the user in the ComboBox.
14. Apply the Berlin Theme to the Marketing Plan Budget worksheet. Customise the colour of Accent 1 to Green, Accent 3, Lighter 40%. Name the new colour Budget. Save the new Theme as Marketing Plan Theme.
15. Create a custom number format which has positive numbers displayed in Blue, has a Euro symbol, followed by a number, a thousand separator, two numbers, a zero, and two decimal place. Negative numbers should have the same format but be displayed in Red. Apply this format to the cells in the range B4:B11 in the Marketing Budget Plan worksheet.
16. In the Marketing Plan Budget worksheet, use the Advanced Fill options to create a series for the data in the range B4 to G4, so that a linear prediction of the growth can be generated up until 2027. Accept all default settings.
17. Create a new Cell Style named HelpLess_Style. This style should have the following attributes: No Fill, No Protection, Accounting format for Euros, Font Times New Roman colour Blue, Size 12. Apply the new cell style to cells A4 to A11.