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**Sales report of XYZ company**

# Statistics of Sales Representative

* Frist of all I take a excel worksheet. Then I find the statistics of sales representative in January. In January month among the sales representative based on salary I find sales, Bonus, Total: Maximum salary, Average salary. I calculated this by using the following condition
* Sales: =SUMIF( E6:E81,”Arif Hossian, “ I16:I81)
* Bonus: =IF(O6>=2000000,O6\*10%,IF(O6>=1000000,O6\*8%,IF(O6<2000000,O6\*8%,IF(O6<1000000,O6\*6%))))
* Total: =SUM(N6,P6)
* Maximum Salary : =MAX(Q6:Q11)
* Average: =AVERAGE(Q6:Q11)

# Total salary

* Then I make a chart on Total Salary of Arif Hossin, Oshi Das, Nabila Sultana, Pervage Hossin, Eva Karim, Farhan Islam.
* For this I select total salary and sales representative
* Frist I go insert and click chart
* choose a chart.
* I add chart title
* Remove gridline and show data level.

# PivotTable

* Then I make a PivotTable
* Go to Insert click PivotTable.
* Then I select category like Row Level and sum of total sales .
* In the same way I find the Row Level and Grand Total.

# SLICER

* Create a pivot table
* Select pivot table
* Go to insert
* Click slicer
* Select category that I want to show
* Click on ok

# Total Sales in Every Region

* Then I find out Total sales in every region and make the table by using the following condition
* =SUMIF(D7:D82,"barishal",I7:I82)
* =SUMIF(D7:D82,"chittagong",I7:I82)
* =SUMIF(D7:D82,"khulna",I7:I82)
* =SUMIF(D7:D82,"rajshahi",I7:I82)
* =SUMIF(D7:D82,"sylhet",I7:I82)
* =SUMIF(D7:D82,"dhaka",I7:I82)

# Pie- chart

* Then I create a pie-chart on Total sales in percent
* Frist I select the table and go to Insert
* select pai- chart
* click on ok
* Give data level

# Total Sales of Arif Hossin

* Then I find the total sales of Arif Hossin to calculate total sales(BDT) by using following condition
* =G6\*H6

# Sales Report of January, February, March

* Then I make sales report of xyz company in January and find out items quantity and total by following condition-
* Quantity: =SUMIF(G7:G31,"laptop",H7:H31)

=SUMIF(G7:G31,"desktop",H7:H31)

=SUMIF(G7:G31,"smartphone",H7:H31)

=SUMIF(G7:G31,"tablet",H7:H31)

* Total: =SUM(F91\*G91)

In this same way I make sales report of February and March

# Check the company gained profit or loss

Then I calculate total expense from every month and compare it with total of sales from the particular month and check if the company gained profit of loss

* Profit: =IF(G137>=F137,"Profit","Loss")

color loss status by conditional formatting

* click new rule
* give to formula
* click format and choose color
* the click ok

# Yearly Report

* At last I make two chart on yearly report

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