**Week2 Assesment**

**Working with numbers and dates: Test your skills**

**TOTAL POINTS 15**

1.

Question 1

To do this assessment you should download this Excel workbook, follow the instructions, and answer the questions.

[C1W2 Assessment.xlsx](https://d3c33hcgiwev3.cloudfront.net/qnn4UtciR365-FLXInd-Wg_01be76857a7e4e199595eca130375096_C1W2-Assessment.xlsx?Expires=1626393600&Signature=WU5y6IRKqUMR3c5WohPktCXKheQ3Yz6mYPhUn-dSI7z-oXpchXe47NWa0hP6sZyI8KTDgyf9HAZyd~UVxG5D~4vjfKRJLbxuoIUlKpsGwRH1VHafvmc9dLmYXbFv6D-5Ug0WPWicE1ymUXqGmxejVlBoto-IhiyGYpv148EoAY0_&Key-Pair-Id=APKAJLTNE6QMUY6HBC5A)

Populate Column **B**, **Short ID**, which is to contain the 4 digits of the **Emp ID** using the **VALUE** function. What is needed to replace ***XXXX*** in the formula for cell **B7**: **=VALUE(RIGHT(*XXXX*))**?

1 point



2.

Question 2

What is the formula in cell **B27**?

1 point



3.

Question 3

Input the following formula: **=TEXT(G7,"DD/MMMM/YY")**, into cell **H7**. What is the result?

1 point



4.

Question 4

Insert today's date in cell **F1**, what is the formula?

1 point



5.

Question 5

Using the **TODAY** function, what is the most efficient formula to type in cell **I1**?

1 point



6.

Question 6

Using the **NOW** function, what is the most efficient formula to display the date and time in cell **C1**?

1 point



7.

Question 7

Using the **DAY**, **MONTH**, or **YEAR** functions, what is the most efficient formula that is required in cell **F2**?

1 point



8.

Question 8

Using the **DAY**, **MONTH**, or **YEAR** functions, what is the most efficient formula that is required in cell **F3**?

1 point



9.

Question 9

Using the **DAY**, **MONTH**, or **YEAR** functions, what is the most efficient formula that is required in cell **F4**?

1 point



10.

Question 10

Populate cell **I4** using the **DATE** function. What is to replace ***XXXX*** in the formula: **=DATE(*XXXX*,F3,F2)**?

1 point



11.

Question 11

Populate cell **I7** using the **DAYS** function. What is to replace ***XXXXX*** in the formula: **=DAYS(*XXXXX*)**?

1 point



12.

Question 12

Using the **NETWORKDAYS** function, populate cell **J7**. What is the most efficient formula that is required?

1 point



13.

Question 13

Populate Column **L**, **Next Review**, with the next workday after **180 workdays** have passed since the **Last Review**. What will be the date of Stevie Bacata's next review (shown in **L7**)?

1 point



2 January 2017



28 February 2017



28 December 2016



10 March 2017

14.

Question 14

Populate cell **I2** using the **EOMONTH** function. What is the formula that is needed to do this most efficiently?

1 point



15.

Question 15

Populate cell **I3** using the **EDATE** function. What is the formula that is needed to do this most efficiently?

1 point

