EXAM TRIAL 2

PROJECT 1

1. On the **2020 Sales** worksheet, in cells F3:F25 use conditional formatting to apply a **Yellow Fill with Dark Yellow Text** to the cells that contain values greater than **$5,000.**
2. On the **Bonuses** worksheet, in cell E4 enter a formula by adding the "Brock_Bonus" and "Brock_Basic_Salary" cell. Use the name range in the formula instead of a cell reference or value.
3. On the **2020 Sales** worksheet, in cell D27, use a function to display the highest sale from range C3:C25.
4. On the **Bonuses Chart** worksheet, swap the data over axis.

PROJECT 2

1. On the **Exhibitors** worksheet, change the horizontal alignment of the **Exhibitor Name** table column to LEFT (Indent). Set the indent to 1.
2. In cells I2:I6 on **Marketing** worksheet, insert a column sparkline to compare the Monthly Price starting from June to August for each segment.
3. Add a total row to the table. Configure the total row to display the total number Price for all months.
4. In cell C40 on **Exhibitors** worksheet, use a function to count the number of **Exhibitor Name** with no **Location** stated in the data.
5. On **Top Sponsors** worksheet, change the elements displayed in the chart by changing the layout of the chart, to layout 5.
6. On the **List Name** worksheet, use a function to construct email addresses for each person using the First name, Last Name and add "@teamname.com". (Example: DulceAbril@teamname.com)

PROJECT 3

1. From the existing text in cell A19 on **Ski School** Worksheet, insert a hyperlink to "www.skischool.com" with a ScreenTip that displays, "Ski School Website".
2. Remove hidden properties and personal information from the workbook. Do not remove any other content.
3. In the **Selling Status** column on **Sales** worksheet, we want to display "BESTSELLER" if the total sales is more than or equal to $2000 or "BELOW EXPECTATIONS" if the average sales is below $2000.
4. On the **Ski School Enrollment** worksheet, in the Name Code column modify the existing formula to display the letters in uppercase.
5. On the **Utah Ski Prices** worksheet, perform a multi-level sort. Sort the table by **Avg. Inches Annual Snowfall (Largest to Smallest)** then by **Number of Lifts (Smallest to Largest).**

PROJECT 4

1. Navigate to the named cell range **AppHeading2** and delete only the contents, leaving the empty cells.
2. On the **Downloads** worksheet, adjust the height of row 27 to **78**.
3. Apply the cell style **Light Blue, 40% - Accent 2** to cell A27.
4. Create a table with headers from cell range A3:B24 by applying the **Blue, Table Style Light 10.**
5. Insert a Footer that displays today's date on the right and then return to Normal view.

PROJECT 5

1. Import **PetFoods.txt** located in the MOS-Exam Trial 2 folder as a table on a new worksheet.
2. On the Feed Inventory worksheet, remove the hyperlink functionality but leave the text in cell C27.
3. Remove the conditional formatting from the **Inventory** column on the **Feed Inventory** worksheet.
4. On the Organic Feed worksheet, format the data range A3:F10 as a table that has headers. Apply the **Dark Red, Table Style Medium 7** format.
5. On the Feed Inventory worksheet, apply **Style 11** to the chart.