**Instructions**

• Download and open the excel file

• Solve all the below questions inside the excel file

• Save the excel file as “yourID\_yourName\_Quiz1” ex. “20190123\_yousra\_Quiz1”

• Save your work continuously and Upload it to “Quiz#1” on Google Classroom

**Question 1:** The sheet named Community Information

Open the sheet “Community Information” and make the following calculations:

* Job Status: if male then he is working else not working.
* What is the number of people living in each of the north, south, east, west?
* How old is the oldest person?
* How old is the youngest person?

**Note: Your answers should be in the cells highlighted in light blue**

**Question 2:** The sheet named Conditional Formatting

Given some data about customers from different mobile operators, apply the conditional formatting rules required below.

* Represent “Bill Amount” with blue data bars.
* Highlight “Age” greater than 45 in Grey and make its font Bold.
* For “Mobile Operator”: Highlight “Vodafone” in Red, “Etisalat” in “Green” and Orange in Orange.