Scenario: Sales and Employee Management System

You are tasked with analyzing and reporting on sales data and employee attendance for a company. The data is provided in the following format:

Sales Data

Product ID	Product Name	Sales Amount	Date of Sale
P101	Laptop	1200	01-Jan-2025
P102	Smartphone	800	03-Jan-2025
P103	Tablet	600	05-Jan-2025
P104	Laptop	1500	06-Jan-2025
P105	Smartphone	750	07-Jan-2025
P106	Tablet	(Blank)	08-Jan-2025

Employee Attendance

Employee ID	Name	Attendance (Days)	Joining Date
E101	John Doe	22	01-Dec-2020
E102	Mary Smith	20	15-Jan-2021
E103	Sarah Johnson	23	10-Nov-2020
E104	(Blank)	19	05-Feb-2021
E105	David Brown	21	(Blank)

Mathematical Functions

1. Use the SUM function to calculate the total sales amount from the **Sales Data** table.
2. Use the SUMIF function to calculate the total sales amount for "Laptop" products only.

Statistical Functions

3. Use the MIN and MAX functions to find the smallest and largest sales amounts in the **Sales Data** table.
4. Use the AVERAGE function to calculate the average sales amount (excluding blank cells).

5. Use the COUNT function to count the number of sales records in the **Sales Data** table.
6. Use the COUNTA function to count the number of non-blank entries in the **Employee Attendance** table.
7. Use the COUNTBLANK function to find the number of blank cells in the "Sales Amount" column.
8. Use the COUNTIF function to count how many employees attended more than 20 days.

Date Functions

9. Use the DATEVALUE function to convert the text date in the "Date of Sale" column into an actual date format (if required).
10. Use the TODAY function to display today's date.
11. Use the NOW function to display the current date and time.

Text Functions

12. Use the TEXT function to format the sales amounts as currency (e.g., $1,200.00).
13. Use the CONCATENATE function to combine the first and last names of employees into a single column in the format: John Doe.