

1. Write a formula to check if the marks in cell B2 are greater than or equal to 40. If yes, return "Pass" otherwise "Fail".

| Student | Marks | Result Formula | | | |
|---------|-------|----------------|--|--|--|
| Riya | 45 | Pass | | | |
| Siya | 72 | Pass | | | |
| Raju | 55 | Pass | | | |
| Rahul | 80 | Pass | | | |
| Ram | 30 | Fail | | | |
| | | | | | |

2. A company gives a bonus if sales are above 40,000 and attendance is greater than or equal to 90%. Write a formula to calculate whether the employee will get a bonus or not

| Employee | Sales | Attendance | Result | | |
|----------|-------|------------|----------|--|--|
| Arjun | 55000 | 95% | Bonus | | |
| Simran | 65000 | 85% | No Bonus | | |
| Rohit | 30000 | 90% | No Bonus | | |
| Anjali | 25000 | 65% | No Bonus | | |
| | | | | | |

3. Write a nested IF formula:
If marks in are B2 $\geq 90 \rightarrow$ "A", $\geq 75 \rightarrow$ "B", $\geq 50 \rightarrow$ "C", otherwise "F" .

| Student | Marks | Result | | | |
|---------|-------|--------|--|--|--|
| Raj | 85 | C | | | |
| Neha | 96 | A | | | |
| Vivek | 57 | C | | | |
| Rani | 92 | A | | | |
| Sneha | 45 | FAIL | | | |
| | | | | | |

4. Find the Department of Employee ID = E103. Also explain which LOOKUP function is used and why?

Ans -> VLOOKUP is used to search a value from the first column of a table and return a matching value from another column.

| Employee ID | Name | Department | | | |
|---------------|----------------|------------|--|--|--|
| E101 | Raju | IT | | | |
| E102 | Riya | HR | | | |
| E103 | Roshni | Finance | | | |
| E104 | Sejal | Sales | | | |
| | | | | | |
| LOOKUP | Finance | | | | |
| | | | | | |

5. A company has set the following commission structure for its sales team: If a salesperson achieves sales of ₹45,000, use the VLOOKUP function to determine the commission rate applicable.

| Sales Amount | Commission | | | | |
|----------------|------------|--|--|--|--|
| 0 | 5% | | | | |
| 20,000 | 10% | | | | |
| 50,000 | 15% | | | | |
| 80,000 | 20% | | | | |
| | | | | | |
| VLOOKUP | 10% | | | | |
| | | | | | |

6. The HR department maintains the following leave records of employees: onus or not. Write an IF function to If Leaves Taken > Allowed Leaves, display "Exceeded". Otherwise, display "OK"

| Employee | Leaves Taken | Leaves Allowed | status | | |
|----------|--------------|----------------|----------|--|--|
| Alex | 10 | 10 | OK | | |
| Bob | 8 | 12 | OK | | |
| Anna | 15 | 12 | Exceeded | | |

| | | | | | |
|--|-------------------|--|--------------------|--------|--|
| | | | | | |
| 7. Find the salary of EmpID = E105 using INDEX-MATCH Function. | | | | | |
| EmpID | Salary | | | | |
| E104 | 55,000 | | INDEX_MATCH | 72,000 | |
| E105 | 72,000 | | | | |
| E106 | 62,000 | | | | |
| E102 | 41,000 | | | | |
| | | | | | |
| 8. Use the XLOOKUP function to find the Department of the employee with Emp ID = E303. | | | | | |
| EmpID | Department | | | | |
| E101 | HR | | | | |
| E303 | IT | | | | |
| E106 | Sales | | | | |
| E301 | Finance | | | | |
| | | | | | |
| XLOOKUP | IT | | | | |